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## **Economic Development & Infrastructure Services Committee**

Tuesday, 19 February 2019

**NOTICE IS HEREBY GIVEN** that a Meeting of the **Economic Development & Infrastructure Services Committee** is to be held at **Council Chambers, Council Office, High Street, Elgin, IV30 1BX** on **Tuesday, 19 February 2019** at **09:30**.

### **BUSINESS**

**1 Sederunt**

**2 Declaration of Group Decisions and Members Interests \***

**3 Resolution**

Consider, and if so decide, adopt the following resolution:  
"That under Section 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, the public and media representatives be excluded from the meeting for Items 15 and 16 of business on the grounds that it involves the likely disclosure of exempt information of the class described in the relevant Paragraphs of Part 1 of Schedule 7A of the Act."

**4 Minute of Meeting dated 4 December 2018 7 - 14**

**5 Written Questions \*\***

**6 Roads Asset Management Planning 15 - 24**

Report by the Corporate Director (Economic Development, Planning and Infrastructure)

**7 Moray Core Paths Plan Review - Proposed Modifications and Outstanding Objections 25 - 70**

Report by Corporate Director (Economic Development, Planning and Infrastructure)

- |           |  |                  |
|-----------|--|------------------|
| <b>8</b>  | <b>North East Flood Risk Management Plan Interim Report</b><br>Report by Corporate Director (Economic Development, Planning and Infrastructure)  | <b>71 - 88</b>   |
| <b>9</b>  | <b>Moray Town Centre Health Checks 2018</b><br>Report by the Corporate Director (Economic Development, Planning and Infrastructure)  | <b>89 - 134</b>  |
| <b>10</b> | <b>Elgin Business Improvement District – Renewal Ballot</b><br>Report by the Corporate Director (Economic Development, Planning and Infrastructure)  | <b>135 - 140</b> |
| <b>11</b> | <b>Supplier Development Programme</b><br>Report by Corporate Director (Economic Development, Planning and Infrastructure)  | <b>141 - 152</b> |
| <b>12</b> | <b>Scottish Local Authorities Economic Development Group Performance Indicators 2017-18</b><br>Report by Corporate Director (Economic Development, Planning and Infrastructure)  | <b>153 - 174</b> |
| <b>13</b> | <b>Direct Services and Development Services (Economic Development) Capital and Revenue Budget Monitoring to 31 December 2018</b><br>Report by Corporate Director (Economic Development, Planning and Infrastructure)                             | <b>175 - 196</b> |
| <b>14</b> | <b>Question Time ***</b><br>Consider any oral question on matters delegated to the Committee in terms of the Council's Scheme of Administration.<br><br><b>Items which the Committee may wish to consider with the Press and Public excluded</b> |                  |
| <b>15</b> | <b>Elgin Transport Strategy</b><br><br><ul style="list-style-type: none"> <li>• Information on proposed terms and/or expenditure to be incurred by the Authority;</li> </ul>   |                  |

## **16 Dredger Collaboration and Business Case [Para 8 & 9]**

- Information on proposed terms and/or expenditure to be incurred by the Authority;

**Any person attending the meeting who requires access assistance should contact customer services on 01343 563217 in advance of the meeting.**

\* **Declaration of Group Decisions and Members Interests** - The Chair of the meeting shall seek declarations from any individual or political group at the beginning of a meeting whether any prior decision has been reached on how the individual or members of the group will vote on any item(s) of business on the Agenda, and if so on which item(s). A prior decision shall be one that the individual or the group deems to be mandatory on the individual or the group members such that the individual or the group members will be subject to sanctions should they not vote in accordance with the prior decision. Any such prior decisions will be recorded in the Minute of the meeting.

\*\* **Written Questions** - Any Member can put one written question about any relevant and competent business within the specified remits not already on the agenda, to the Chair provided it is received by the Proper Officer or Committee Services by 12 noon two working days prior to the day of the meeting. A copy of any written answer provided by the Chair will be tabled at the start of the relevant section of the meeting. The Member who has put the question may, after the answer has been given, ask one supplementary question directly related to the subject matter, but no discussion will be allowed.

No supplementary question can be put or answered more than 10 minutes after the Council has started on the relevant item of business, except with the consent of the Chair. If a Member does not have the opportunity to put a supplementary question because no time remains, then he or she can submit it in writing to the Proper Officer who will arrange for a written answer to be provided within 7 working days.

\*\*\* **Question Time** - At each ordinary meeting of the Committee ten minutes will be allowed for Members questions when any Member of the Committee can put a question to the Chair on any business within the remit of that Section of the Committee. The Member who has put the question may, after the answer has been given, ask one supplementary question directly related to the subject matter, but no discussion will be allowed.

No supplementary question can be put or answered more than ten minutes after the Committee has started on the relevant item of business, except with the consent of the Chair. If a Member does not have the opportunity to put a supplementary question because no time remains, then he/she can submit it in writing to the proper officer who will arrange for a written answer to be provided within seven working days.

Clerk Name: Lissa Rowan  
Clerk Telephone: 01343 563015  
Clerk Email: lissa.rowan@moray.gov.uk



# **THE MORAY COUNCIL**

## **Economic Development & Infrastructure Services Committee**

### **SEDERUNT**

Councillor Graham Leadbitter (Chair)  
Councillor Theresa Coull (Depute Chair)  
Councillor David Bremner (Member)  
Councillor John Cowe (Member)  
Councillor Gordon Cowie (Member)  
Councillor John Divers (Member)  
Councillor Ryan Edwards (Member)  
Councillor Claire Feaver (Member)  
Councillor Marc Macrae (Member)  
Councillor Maria McLean (Member)  
Councillor Shona Morrison (Member)  
Councillor Ron Shepherd (Member)  
Councillor Sonya Warren (Member)

Clerk Name: Lissa Rowan  
Clerk Telephone: 01343 563015  
Clerk Email: [lissa.rowan@moray.gov.uk](mailto:lissa.rowan@moray.gov.uk)



**Minute of Meeting of the Economic Development & Infrastructure Services  
Committee**

**Tuesday, 04 December 2018**

**Council Chambers, Council Office, High Street, Elgin, IV30 1BX**

**PRESENT**

Councillor David Bremner, Councillor Theresa Coull, Councillor John Cowe, Councillor Gordon Cowie, Councillor John Divers, Councillor Claire Feaver, Councillor Graham Leadbitter, Councillor Marc Macrae, Councillor Maria McLean, Councillor Shona Morrison, Councillor Ron Shepherd

**APOLOGIES**

Councillor Ryan Edwards, Councillor Sonya Warren

**IN ATTENDANCE**

Also in attendance at the above meeting were:

The Head of Direct Services, the Environmental Protection Manager, the Transportation Manager, the Consultancy Manager, the Planning and Economic Development Manager, the Legal Services Manager (Property and Contracts) as Legal Adviser and Mrs L Rowan, Committee Services Officer as Clerk to the Meeting.

**1. Chair**

The Meeting was chaired by Councillor Leadbitter.

**2. Declaration of Group Decisions and Members Interests**

In terms of Standing Order 20 and the Councillors' Code of Conduct, there were no 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 Member's interests in respect of any item on the agenda.

**3. Minute of Meeting dated 14 August 2018**

The Minute of the Meeting of the Economic Development and Infrastructure Services Committee dated 14 August 2018 was submitted and approved.

**4. Written Questions**

The Committee noted that no written questions had been submitted.

## **5. Waste Management - Household Recycling Charter**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) asked the Committee to consider the adoption of the Scottish Government's Household Recycling Charter and the revised Kerbside Collection Policy. The Charter addresses designing services (eg consistent collections and materials collected); delivering consistent service policies (eg action when contamination occurs); operating services (eg reliable collections and addressing difficulties); and communicating services (eg clear instructions about how to use services and avoid contamination).

Following consideration, the Committee agreed to the adoption and signing of the Household Recycling Charter and related Code of Practice as set out in Appendix 1 of the report, together with the adoption of a revised Kerbside Collection Policy, as set out in Appendix 2 of the report.

## **6. Future Cemetery Provision Strategy**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) asked the Committee to approve the Moray Council Cemetery Strategy which has been prepared to provide a strategic vision for the more sustainable provision, development, efficient management and maintenance of cemeteries.

Following consideration, the Committee agreed:

- i. to approve the Cemetery Provision Strategy as detailed in Section 5 of the report and Appendices 2 and 3 subject to budget being identified;
- ii. the policy of booking lairs as per sections 4.12 to 4.14 of the report; and
- iii. to the investigation of new sites as contained in Section 5 Table 1 of the report.

## **7. Launch of Comfort Scheme**

Under reference to paragraph 8 of the Minute of this Committee dated 15 May 2018, a report by the Corporate Director (Economic Development, Planning and Infrastructure) sought the Committee's approval to launch a Moray wide Comfort Scheme in partnership with local businesses. The Comfort Scheme approach will provide a service that complements existing council and community run toilet facilities at no cost to the Council however businesses who wish to participate in the scheme will benefit from a potential increase in custom through an increase in footfall in their premises.

Councillor Feaver was minded to support the introduction of the Comfort Scheme however queried the need for a new logo and therefore moved that a further recommendation be added stating that the standard logo, currently used to identify public toilets across Scotland, be used to identify businesses participating in the Comfort Scheme. This was seconded by Councillor Macrae.

In response, the Head of Direct Services advised that the new logo had been created in conjunction with the Communications Team and chosen as it was considered to be more identifiable with the comfort scheme however stated that it was a matter for the Committee to decide whether to adopt the new logo or otherwise.

Councillor Coull was of the view that the new logo was different and easily identifiable and moved that the new logo be used to identify businesses participating in the Comfort Scheme. This was seconded by Councillor Morrison.

On a division there voted:

For the Motion

(5): Councillors Feaver, Macrae, Cowe, Divers and M McLean

For

the Councillors Coull, Morrison, Bremner, Cowie, Leadbitter and  
Amendment Shepherd

(6):

Abstentions (0): Nil

Accordingly, the amendment became the finding of the Committee and it was agreed:

- i. to note the detail, benefits and processes for establishing a Comfort Scheme for Moray;
- ii. to approve the launch of a Comfort Scheme in partnership with local businesses during May 2019; and
- iii. that the logo detailed at Appendix 1 of the report be used to identify businesses participating in the Comfort Scheme.

## **8. Parking Strategy**

Under reference to paragraph 7 of the Minute of this Committee dated 31 October 2017, a report by the Corporate Director (Economic Development, Planning and Infrastructure) informed the Committee of options in relation to the implementation of Elgin Parking Strategy by providing opportunities for the Council to improve the provision of parking for disabled persons within Elgin town centre.

Councillor Cowe raised concern in relation to the taxi rank being located in the High Street with disabled parking being moved to North Street although he appreciated that this was as a result of construction work being undertaken on North Street.

The Legal Adviser advised that a further traffic order for 18 months was to be promoted in January 2018 for North Street.

In taking account of the further information provided by the Legal Adviser, Councillor Cowe moved that the Committee agree the recommendations as printed within the report with a further report being brought back to this Committee in 2 years on

completion of the construction works in North Street. This was seconded by Councillor Macrae.

There being no-one otherwise minded, the Committee agreed:

- i. to approve the following proposed improvements to disabled parking in Elgin as set out in para 4.6 of the report:
  - o Improve siting and layout of blue badge parking bays in St Giles Centre and Batchen Lane car parks to provide wider spaces where possible, and provide dedicated spaces on the ground floor of St Giles Centre car park
  - o Increase the number of blue badge spaces in the Moray Street car park and South Street car park;
  - o Provide additional on-road disabled parking bays on Thunderton Place /Batchen Lane and on North Guildry Street;
  - o Promote all blue badge parking facilities (on street and car park) including distances to facilities to encourage uptake of all available spaces e.g. proximity of spaces in St Giles Centre to the Plainstones; and
- ii. that a further review of disabled parking in Elgin take place in 24 months and reported to this Committee.

## **9. Free After Three**

Under reference to paragraph 9 of the Minute of this Committee dated 8 March 2016, a report by the Corporate Director (Economic Development, Planning and Infrastructure) informed the Committee of the option to provide a Free After 3 parking scheme in December 2018.

The Head of Direct Services highlighted the financial implications in the report which detailed the estimated direct loss in car park income of £2500 and advised that the report should be considered in conjunction with the additional expenditure warning. He therefore asked that the recommendation be amended to ask that the Committee "consider the provision of 'Free After 3' parking" instead of "approve the provision of 'Free After 3' parking". This was agreed.

Councillor Divers stated that the provision of 'Free After 3' parking in Elgin has proved to be very successful over the past 4 years with businesses reporting a substantial increase in footfall after 3.00 pm. He further stated that as Elgin is the only town in Moray where car parking charges apply, the Council should support the retail businesses in Elgin and ensure that they benefit from Christmas sales. He therefore moved that the Committee approve the provision of 'Free After 3' parking in the St Giles Centre Multi Storey Car Park from Saturday 8 December to Saturday 5 January 2018 (inclusive). This was seconded by Councillor Leadbitter. This was unanimously agreed.

During further discussion surrounding the timing of the report, it was noted that the

report for 'Free After 3' parking provision was too late for the switch on of Elgin Christmas lights and asked that future reports for Free after 3 parking be brought to an earlier meeting of this Committee. In response, the Head of Direct Services agreed to this request.

Thereafter, the Committee agreed:

- i. to approve the provision of 'Free After 3' parking in the St Giles Centre Multi Storey Car Park from Saturday 8 December to Saturday 5 January 2018 (inclusive); and
- ii. that future reports for Free after 3 parking be brought to an earlier meeting of this Committee.

#### **10. Marine Safety Quarter 2 2018/19**

Under reference to paragraph 6 of the Minute of this Committee dated 20 March 2018, a report by the Corporate Director (Economic Development, Planning and Infrastructure) informed the Committee with regard to matters of Marine Safety and compliance with the Port Marine Safety Code (PMSC) for the second quarter of 2018. The report stated that the Council is currently deemed to be compliant with the PMSC however work was still required to stabilise the Council's position in relation to marine safety.

Following consideration, the Committee agreed to note the safety performance, fulfilling their function as Duty Holder under the Port Marine Safety Code.

#### **11. Local Flood Risk Management Plan Interim Report**

Under reference to paragraphs 6 and 7 of the Minute of this Committee dated 3 May 2016, a report by the Corporate Director (Economic Development, Planning and Infrastructure) asked the Committee to agree the Local Flood Risk Management Plan Interim Report for the Findhorn, Nairn and Speyside Local Plan District, note the drafting of the Interim Report for the North East Local Plan District by Aberdeenshire Council and agree extracts of this report relating to the 2 Potentially Vulnerable Areas (PVAs) in Moray, as drafted by Moray Council.

Following consideration, the Committee agreed:

- i. the Interim Report for the Findhorn, Nairn and Speyside Local Plan District, under Section 37 of the Flood Risk Management (Scotland) Act 2009 as set out in Appendix 1 of the report;
- ii. to note the drafting of the Interim Report for the North East Local Plan District, under Section 37 of the Flood Risk Management (Scotland) Act 2009 by Aberdeenshire Council and agree to ratify this report at a future meeting of this committee; and
- iii. extracts of the North East Interim Report that relate to the two Potentially Vulnerable Areas in Moray, as drafted by Moray Council as set out in Appendix 2 of the report.

## **12. Annual Report on Economic Development in Moray 2017/18**

Under reference to paragraph 9 of the Minute of Moray Council dated 25 August 2015, a report by the Corporate Director (Economic Development, Planning and Infrastructure) presented the Committee with the Draft Annual Report providing holistic information about Economic Development in Moray during 2017/18 in which the Council is lead or principal agency. The annual report on Economic Development in Moray provides the Council with a periodic overview of the Council's role in developing the Moray economy and will be of assistance in making decisions relative to economic activity driven, financed or otherwise supported and encouraged by the Council.

The Committee joined the Chair in commending Officers and Public/Private Sector Partners for the tremendous amount of work undertaken in relation to economic development particularly in terms of the Moray Economic Strategy and the Growth Deal and thereafter agreed:

- i. to note the draft annual report on economic development in Moray, as set out in Appendix 1; and
- ii. its publication as set out in paragraph 3.1 of the report.

## **13. Direct Services and Development Services (Economic Development) Capital and Revenue Budget Monitoring to 30 September 2018**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) informed the Committee of the current position regarding Direct Services and Development Services (Economic Development) Capital and Revenue Budgets.

Following consideration, the Committee agreed to note the budget monitoring report for the period to 30 September 2018.

## **14. Performance Report (Direct Services) – Half Year to September 2018**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) outlined performance of the service for the period from 1 April to 30 September 2018. The report stated that, at the end of September 2018, 77% of Direct Services' performance indicators have shown good performance against target with work ongoing with those identified as requiring improvement.

Following consideration, the Committee welcomed the good performance as indicated in the report and thereafter agreed to note:

- i. performance against Economic Development, Planning and Infrastructure Performance Indicators, Service Plan and Complaints to the end of September 2018 as outlined; and
- ii. the actions being taken to improve performance where required.



## **15. Question Time**

There were no questions raised.






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**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 19 FEBRUARY 2019**

**SUBJECT: ROADS ASSET MANAGEMENT PLANNING**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT,  
PLANNING & INFRASTRUCTURE)**

**1. REASON FOR REPORT**

- 1.1 To inform the Committee of the latest road network condition information, and how it compares following the 2016 condition modelling forecast.
- 1.2 This report is submitted to Committee in terms of Section III (F) 15 of the Council's Scheme of Administration relating to the function of the Council as Roads Authority.

**2. RECOMMENDATION**

**2.1 It is recommended that the Committee:-**

- (i) **notes the latest road condition indicator (RCI) results for Moray Council, and our position when compared nationally; and**
- (ii) **recommends to Full Council that the current capital investment level of £2.042m per annum continues allowing the road network's condition to deteriorate to a level where Moray would be mid-table when compared nationally.**
- (iii) **agrees that the RCI results are continued to be monitored and reported back on an annual basis to this committee.**

**3. BACKGROUND**

- 3.1 The road network represents the Councils' single largest asset and therefore regular and adequate maintenance is vital to ensure it does not deteriorate or become dangerous, and that considerable past investment is not lost.
- 3.2 Roads maintenance covers those activities aimed to preserve the existing roads asset, which has recently been valued at £1.55 billion. The network, and associated liabilities, is increasing year on year as new developments are built and adopted. This leads to increased costs of complying with statutory duties; however this has not been recognised by a corresponding increase in

budget allocation. In simple terms, the base allocation needs a similar enhancement if standards are to be maintained.

Roads maintenance activities have four primary purposes:

- Structural maintenance to repair and maintain the fabric of the road network.
- The continued lighting of the network to ensure a safe and free flow for both vehicular and pedestrian traffic.
- Traffic management and road safety aspects to provide for the safe movement of traffic, including cyclists, pedestrians and other vulnerable groups.
- Other routine functions of a reactive or environmental nature needed to remove hazards to road users, to prevent deterioration to the fabric of the road, and to keep the network clean and attractive.

3.3 On 11 February 2014 Moray Council made the decision to allow Moray's road condition to deteriorate, with a target to be at mid-point in the national table across the network as a whole by the end of the following 5 year period (paragraph 3 of the Minute refers). A reduced capital investment since then has caused our network condition to deteriorate.

3.4 We monitor the deterioration in our road network via the Scottish Road Condition Maintenance Survey (SRMCS) which is a Scotland-wide machine based survey, the results of which are used to calculate a Road Condition Indicator (RCI). The RCI provides information about which sections of a network should be considered for planned maintenance soon, which sections should be investigated to determine the optimum time for maintenance and which sections are generally in a good state of repair (these three categories are colloquially known as "red", "amber", and "green" lengths). The Road Condition Indicator in Scotland is the proportion of the network falling within Red and Amber. Therefore the higher this percentage is, the worse the road networks condition is in.

#### 4. **LATEST ROAD CONDITION INDICATOR (RCI) & RANKINGS (2017/19)**

4.1 Following the completion of the road condition surveys undertaken in 2018, we have now received our latest RCI % figures. Table 1 below details the current RCI % figures and ranking position in comparison with other Scottish Authorities.

**Table 1: RCI (%) and ranking position**

Network	2015-17		2016-18		2017-19	
	RCI	Ranking	RCI	Ranking	RCI	Ranking
Whole Network	26.9%	4	27.9%	4	29.1%	4
A Class	25.2%	17	25.9%	15	28.6%	21
B Class	22.8%	8	23.5%	7	25.6%	13
C Class	21.9%	5	24.9%	5	28.1%	8
A,B,C Class	22.9%	5	24.6%	5	27.3%	9
Unclassified	31.4%	5	31.6%	5	31.1%	6

- 4.2 The above table shows our current RCI % figures are against each road classification type. It is clear that these figures are now increasing more aggressively than in previous years. Moray's road network is now deteriorating at a pace which will likely result in us being either at or below mid table before the end of the revised 5 year period, which commenced April 2017.
- 4.3 It can be noted that our A class roads have already surpassed the mid table point following the completion of this year's surveys and we are now placed 21<sup>st</sup> and a significant % increase is noted of 2.7% from the previous condition surveys. It is clear that additional investment on A Class roads will be necessary over the next few years to arrest that deterioration and maintain the current condition.
- 4.4 B class roads have also deteriorated with a 2.1% increase this year, changing our national ranking from 7<sup>th</sup> place last year to 13<sup>th</sup> place this year, which is getting close to the targeted 16<sup>th</sup> place mid table position.
- 4.5 C class roads have deteriorated the most in the last year, with a 3.2% increase in the RCI. This has moved our national ranking for these from 5<sup>th</sup> place last year to 8<sup>th</sup> place this year.
- 4.6 It is clear that the combination of A, B and C class roads rankings and condition is seeing a significant change from the earlier survey results recorded. This reinforces that the lack of investment is beginning to be noticeable in the condition of Moray's roads network, and our RCI figures are heading towards the targeted mid table position.
- 4.7 Despite this deterioration, Moray's overall whole road network is still ranked 4<sup>th</sup> overall in the 2017-19 RCI results. This is mainly as a result of our unclassified roads, which are showing a slight % improvement from last year. However, this is the least reliable indicator as only 10% of the unclassified network is surveyed each year.
- 4.8 The latest RCI results will be used to influence the works programmes that are currently being developed for 19/20 with greater spend allocated to address the deterioration in the road network, in particular the A classification roads.
- 4.9 A detailed breakdown of the current RCI% against each road classification type is highlighted in **APPENDIX A**.
- 4.10 There are 32 local authorities so the targeted mid-table target is considered to be a ranking of either 16<sup>th</sup> or 17<sup>th</sup> place. It is important to note that the mid-table position is a moving target as other authorities roads will constantly be improving or deteriorating depending upon how they are prioritising investment in their road network.

## **5. FINANCIAL MODELLING PROJECTIONS**

- 5.1 As Committee will be aware, the Council recently commissioned a modelling exercise to project the condition of our road network over a ten year period from 2016/17 through to 2025/26 (**APPENDIX B**).

- 5.2 WDM limited, who are our current asset management system supplier and also the survey contractor for the SRMCS, were commissioned by Moray Council in 2016 to project the condition of our carriageway network over a five-year period from 2016/17 through to 2021/22. The object of the task was to determine the effect on condition indicators derived from the latest SRMCS surveys for different budget scenarios.
- 5.3 The results of this were presented to this committee on 31 October 2017 and it was agreed that capital funding be continued at £2,042m for 2018/19 (paragraph 11 of the Minute refers). The overall analysis from the modelling exercise undertaken suggests that this strategy would allow the network to deteriorate beyond the mid table position in the table over 5 years.
- 5.4 The modelling further suggests that when our road condition reaches the targeted mid-table point after 5 years that a significant investment will be necessary from Year 6 onwards to maintain that condition. The WDM condition modelling carried out in 2016 reported that a budget of around £6.7m would be required in Year 6 (22/23) to arrest any further deterioration, rising to around £11.5m by Year 9 (25/26). The predicted 'steady state' budget between Years 6 and 10 averages at just under £9.1m.
- 5.5 The graph in **APPENDIX B** shows our actual budget and network RCI over recent years against those of the 3 modelled scenarios, and also the Scottish Average RCI.
- 5.6 Committee should be aware that while our Capital budget for carriageway works has been £2.04m, that a successful bid to the Strategic Timber Transport Scheme (STTS) resulted in an additional £881k being invested in our road network, of which almost £573k was funded by STTS. Without this additional funding it is likely that our C and unclassified roads would have deteriorated further. It should also be noted that the amount of grant funding available is considered on an annual basis without any guarantee that this funding will continue for future years.
- 5.7 The STTS funding is ring-fenced for agreed forestry routes, and included a range of different works including carriageway recycling, edge strengthening, construction of new passing places and drainage provision.

## **6. SUMMARY OF IMPLICATIONS**

### **(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

Several objectives of these plans are influenced by the condition of the public roads network.

A Growing, Diverse and Sustainable Economy – the public road network is used by all sections of society, to access shops and services and to transport goods within and to and from Moray.

Building a better future for children and young people in Moray encouraging active travel options of walking and cycling require well maintained, and adequately treated during the winter months, facilities.

Empowering and connecting communities – road and footway hazards have the potential to cause injury. Winter gritting provision contributes to making communities safer.

**(b) Policy and Legal**

The Council is responsible for the maintenance of 1555km of road network which have been adopted by the Local Authority in terms of the Roads (Scotland) Act 1984. The Act places a duty on the Local Authority to maintain the roads, lighting units and structures so adopted, but does not prescribe the level of maintenance to be delivered.

Codes of Practice for Highway Maintenance Management, Management of Highway Structures and for Highway Lighting Management identify good practice and consideration has to be given to this advice.

**(c) Financial implications**

Approved reduced revenue maintenance budgets as part of the Councils financial savings options approved for 19/20 will have a significant impact on the repair of potholes and overall condition of the road network.

It is proposed to continue with the capital expenditure required in 2019/20 to 2021/22 from that included in the current indicative 10 year plan as reported to Full Council on 15 February 2017 (paragraph 6 of the Minute refers).

**(d) Risk Implications**

Pressure on general maintenance budgets will increase in terms of reactive maintenance as carriageway conditions deteriorate.

**(e) Staffing Implications**

There are no staffing implications as a result of this report.

**(f) Property**

There are no property implications as a result of this report.

**(g) Equalities/Socio Economic Impact**

There are no equalities implications as a result of this report.

**(h) Consultations**

The Principal Accountant, Legal Services Manager (Property & Contracts), the Equal Opportunities Officer and L Rowan, Committee Services Officer have been consulted and any comments taken into consideration.

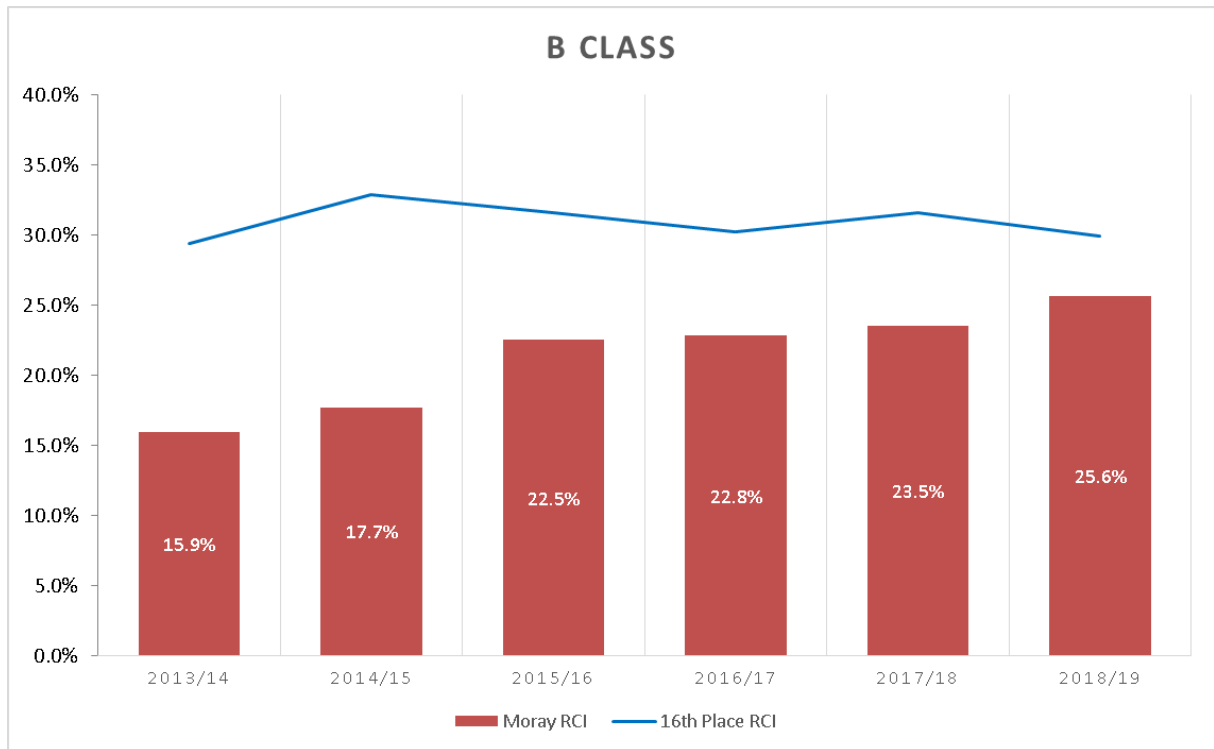
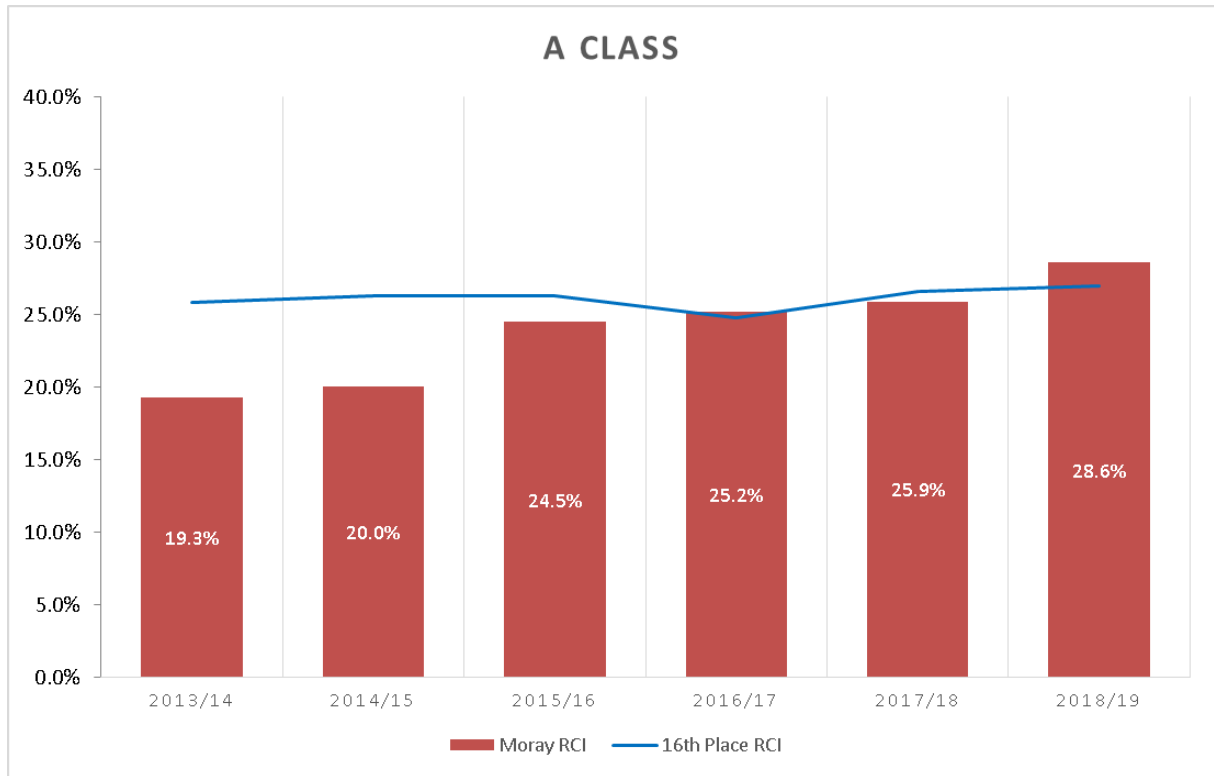
## **7. CONCLUSION**

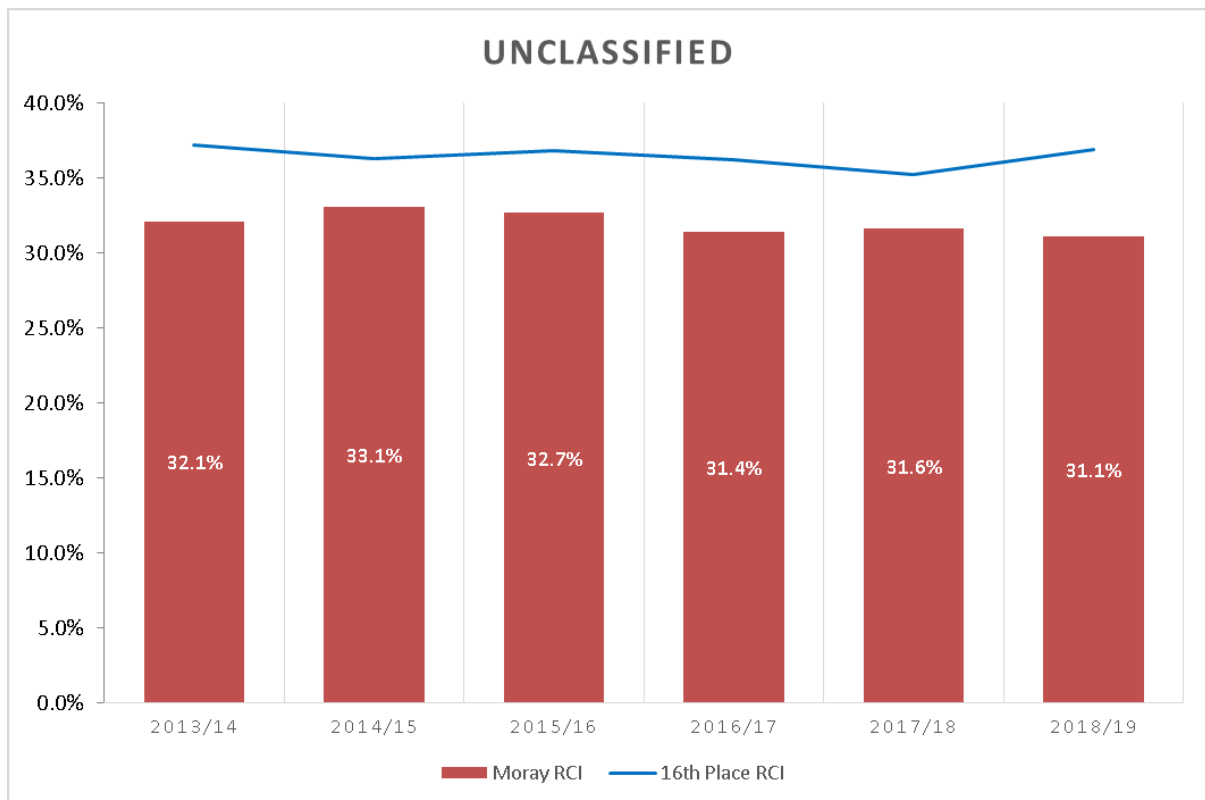
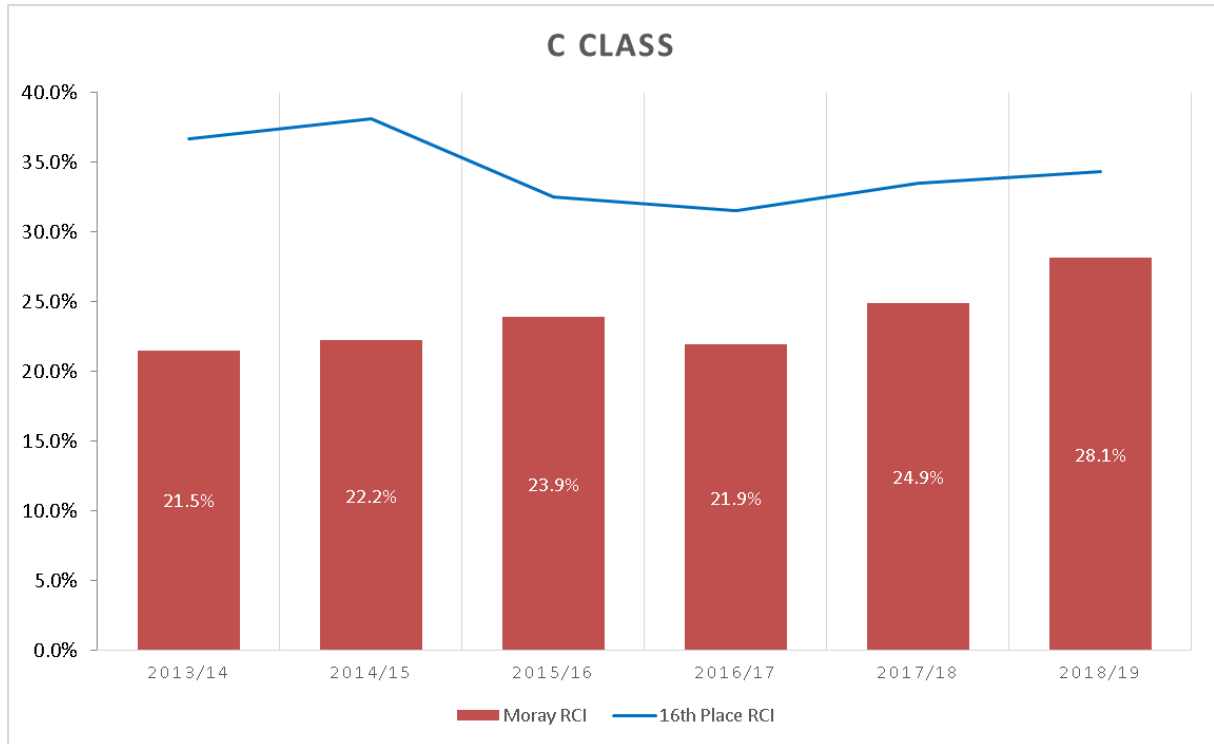
- 7.1 The report highlights that reduced capital investment into the roads network is having an impact on the Council's road condition index (RCI) and our ranking position in comparison with other Scottish authorities. It is clear that the road network is deteriorating and we are on target to be at mid table position at the end of period (2021-22).**

Author of Report: Mark Atherton, Roads Maintenance Manager  
Background Papers:  
Ref:

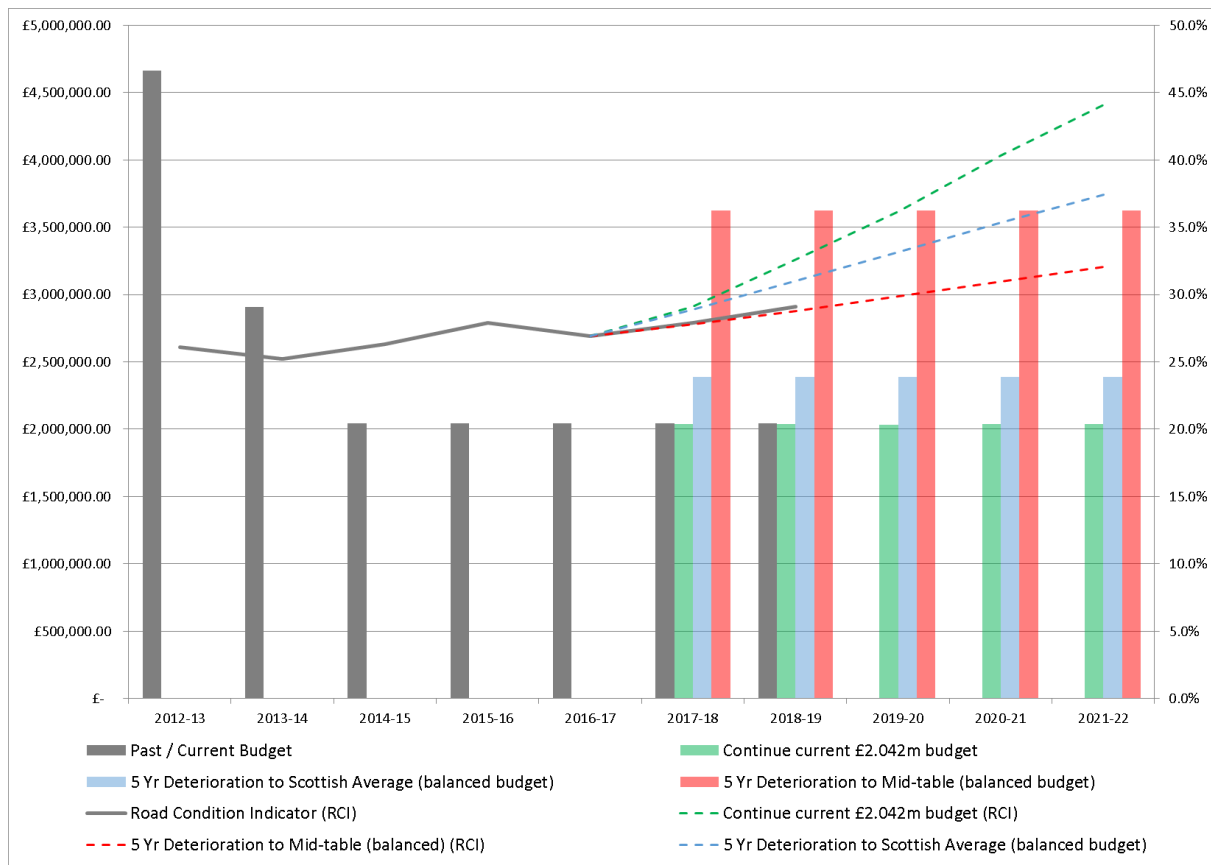


Appendix A





## RCI Result against modelling predictions



- Budgets are represented by columns (grey=actual, red, blue & green = modelling scenarios)
- Network RCI is represented by dashed lines (grey = actual, red, blue & green = modelling scenarios)

In simple terms, the modelling predicted that the green (or lowest) budget would result in the green (or worst) road condition, the blue budget would result in the blue condition and the red (or highest) budget would result in the red (or best) road condition.

The Council's aim is to be mid table nationally which, as explained within this report, is a moving target.

This year's network RCI of 29.1% is close to the red (mid table) modelling scenario so it would appear that the green budget, supplemented by STTS funding, is on track to achieve the targeted condition result at the end of 21/22.





**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 19 FEBRUARY 2019**

**SUBJECT: MORAY CORE PATHS PLAN REVIEW –PROPOSED  
MODIFICATIONS AND OUTSTANDING OBJECTIONS**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT,  
PLANNING AND INFRASTRUCTURE)**

## **1. REASON FOR REPORT**

- 1.1 To ask that the Committee approve the submission of the Draft Amended Moray Core Paths Plan 2018, inclusive of a list of proposed modifications, as the Modified Amended Plan for adoption along with the Council's statements in response to the 17 outstanding objections to the Plan, to the Scottish Government.
- 1.2 This report is submitted to Committee in terms of Section III (F) (7) of the Council's Scheme of Administration relating to exercising the statutory functions of the Council under the Land Reform (Scotland) Act 2003.

## **2. RECOMMENDATION**

- 2.1 It is recommended that the Committee agree that the:
  - i. **Draft Amended Moray Core Paths Plan 2018, together with the list of modifications in Appendix 1, be submitted to the Scottish Government as the Modified Amended Plan for adoption; and**
  - ii. **seventeen outstanding formal objections and the Council's statements of response also be submitted to the Scottish Government.**

## **3. BACKGROUND**

### **The Review – Public Consultation Process**

- 3.1 At a previous meeting of this Committee dated 23 January 2018, it was agreed to approve the Draft Amended Moray Core Paths Plan 2018 and to carry out a 12 week public consultation exercise (paragraph 5 of the Minute refers). The public consultation finished on 23 April 2018 and 43 comments and 33 objections were received in relation to the Draft Plan. For reference purposes, a copy of the Draft Amended Moray Core Paths Plan 2018 that

went out to public consultation is available for viewing at:  
[http://www.moray.gov.uk/moray\\_standard/page\\_117501.html](http://www.moray.gov.uk/moray_standard/page_117501.html)

- 3.2 Subsequently Council Officials entered into a negotiation period to explore what changes to the Draft Amended Plan would be required to address issues raised in comments received and with a view to seeking withdrawal of objections. As a result of negotiations, 16 of these objections have now been formally withdrawn, mostly subject to agreed modifications being carried out to the Plan. A list of the proposed modifications and illustrative maps, where related to a specific route, is contained in **APPENDIX 1**. Committee will note that as the proposed modifications involve changing the original draft Amended Plan, further consultations were carried out with known interested parties in the interests of transparency and the responses are also included in **APPENDIX 1**.

### **Outstanding Objections LM01 and CCP21**

- 3.3 There are still 17 outstanding objections remaining that were not resolved through negotiation which are detailed in **APPENDIX 2**. Fourteen of these relate to the proposed amendments to Core Path LM01 at Roseisle and three to the proposed new path CCP21 at Rafford. The Draft Amended Moray Core Paths Plan was agreed at this Committee on 23 January 2018 inclusive of the proposed new Core Path designation CCP21 and the amendment to Core Path LM01 (paragraph 5 of the Minute refers).
- 3.4 **CCP 21** - Council Officials have given serious consideration to the substance of the 3 outstanding objections raised as detailed in **APPENDIX 2** but on balance consider that the track maintenance, vehicle access/parking and privacy concerns raised by the objectors do not outweigh the arguments for reinforcing public access through the Core Path proposal given that the route is currently a wide forestry vehicle track suitable for easy use by all non-vehicle access users. Any additional maintenance requirements from extra non vehicle access users will be negligible on this wide aggregate vehicle track. Most wear and tear on the track will result from vehicle use; public access rights under the Land Reform (Scotland) Act 2003 do not extend to use by motorised vehicles which is therefore not a material consideration to any Core Path designation which relates only to non-vehicle users. Additionally it is considered that detrimental effects on privacy will be negligible given that the track does not go through or immediately adjacent to private residential space without there being a garden boundary separation.
- 3.5 It is not considered that the Core Path designation will in itself generate a huge increase in non-vehicle users beyond that currently experienced along the route mostly used by locals. It is also considered that CCP21 is the best way to provide a safe Core Path link from Rafford village to the Dava Way; part of the Plan review strategy to create a Core Paths networks for smaller settlements such as Rafford which are currently deficient. Currently the only Core Path link from Rafford to the Dava Way is along a country road with no pavement. For these reasons no modification to the proposal is being promoted.
- 3.6 **LM01** – A map showing the LM01 amendment proposal is contained as part of **APPENDIX 2**. The amendment proposed in the Plan involves re alignment of the path to resolve a graphic error in the original adopted Plan and to address

the longstanding issue of Core Path LM01 being blocked at the rear of Charlann Cottage at Roseisle previously reported to this Committee on 20 June 2017 (paragraph 13 of the minute refers). The owners, during Spring 2016 enclosed the original path line within their garden boundary by erecting a new fence resulting in the path being blocked. The meeting of this Committee on 20 June 2017 (paragraph 13 of the Minute refers) looked at a range of options were explored to resolve the dispute including alternative routes for the Core Path such as along the nearby bridle path. All alternative options were ruled out and the Committee recommended enforcement action to unblock the existing path. Unfortunately the Council was subsequently unsuccessful in implementing enforcement action due to unforeseen legal technicalities which arose.

- 3.7 The Council still have a statutory duty to resolve the blocked Core Path which is an obstruction of public access rights. The re alignment of the path as a diversion running parallel to the fence obstruction on land owned by Forest Enterprise Scotland (FES) is now the most reasonable, practical and achievable way of resolving the issue. FES have agreed to this new route being designated as the Core Path which was included as an amendment in the Draft Amended Plan which went out for public consultation. Whilst 14 objections were received as contained in **APPENDIX 2**, there were 25 responses received in support of the proposed amendment and these are contained in **APPENDIX 3**. For the reasons detailed no modification to the proposals is being promoted.

### **Statutory Consultees**

- 3.8 Scottish Natural Heritage (S.N.H) and the Moray Local Outdoor Access Forum (M.L.O.A.F.) have been consulted as Statutory Consultees. SNH responded in support of the Draft Amended Plan as proposed inclusive of LM01 and CCP21.
- 3.9 The Draft Amended Plan was devised jointly by Moray Council and the Moray Local Outdoor Access Forum (MLOAF) through a Forum sub group. MLOAF represent the wide range of interests in outdoor access so were well placed to represent multiple interests and give meaningful and informed input to the review. It is a statutory requirement for each Local Authority area to have at least one Local Outdoor Access Forum to advise the Council when exercising its access duties; that advice is not however binding on the Council. The Access Forum at their meeting of 27 November 2018 discussed the comments and objections received on the Draft Amended Plan and support the proposed amendments to the Plan contained in **APPENDIX 1**. At the meeting, the Forum specifically discussed the objections for LM01 and CCP21 as contained in **APPENDIX 2** but agreed to advise the Council that they did not agree with the issues raised by objectors and supported the original proposals.

## **4. SUMMARY OF IMPLICATIONS**

### **(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

Ensuring people can enjoy their access rights, unimpeded and free from obstruction, accommodating active leisure opportunities contributing to achieving the aim of healthier citizens.

**(a) Policy and Legal**

The review of the Moray Core Paths Plan is in accordance with Section 17 of the Land Reform (Scotland) Act 2003 and the Land Reform (Scotland) Act 2016 (part 9). In accordance with this legislation the review is subject to a formal consultation process of no less than 12 weeks. The plan format and public consultation exercise is in accordance with government guidance for Local Authorities and the SNH publication, 'Core Paths Plans: A Guide to Good Practice'.

**(b) Financial implications and risks**

The process of reviewing the Moray Core Paths Plan inclusive of the related public consultation exercise and any resultant Local Inquiry have been designed to minimise costs and to be achievable through limited departmental budgets. Savings are further facilitated through joint working with the Planning Service.

The 17 unwithdrawn objections should trigger a Local Inquiry which will likely be based on written submissions to an appointed Scottish Government Reporter. This will involve considerable Council staff time but will not incur additional costs as the costs of providing the reporter are borne by the Scottish Government.

The designation or amendment of a Core Path places no obligation on the Council to develop or maintain the route.

**(c) Staffing Implications**

The production and implementation of the Amended Plan is solely the responsibility of the Moray Access Manager who is working at full capacity in this regard.

**(d) Property**

None.

**(e) Equalities/Socio Economic Impact**

The Core Paths Plan has the overall ambition of collectively providing for all non-motorised users....people of all genders, ages and backgrounds. All Core Paths are free to use for everyone.

**(f) Consultations**

Legal Services Manager (Property and Contracts), Paul Connor, Principal Accountant, the Equal Opportunities Officer, the Senior Engineer (Traffic), Gary Templeton, Principal Planning Officer, Alex Burrell, Estates Surveyor and Lissa Rowan, Committee Services Officer have been consulted and their comments integrated into the report.



## **5. CONCLUSION**

- 5.1 The proposed modifications to the Plan contained in APPENDIX 1 should be agreed in response to public comment suggestions and as a resolution to 16 of the objections received from the public consultation exercise for the Draft Amended Moray Core Paths Plan.**
- 5.2 The draft Amended Moray Core paths Plan inclusive of the modifications contained in APPENDIX 1 should be submitted to the Scottish Government as the Modified Draft Plan for adoption. The remaining 17 unresolved objections should also be submitted along with the Council's statement of response for consideration at a Local Inquiry convened by the Directorate for Planning and Environmental Appeals (DPEA).**

Author of Report: Ian M Douglas, Moray Access Manager

Background Papers: Economic Development and Infrastructure Services  
Committee Report of 23 January 2018



REFERENCE	MAP NO.	OBJECTIONS/COMMENTS	PROPOSED MODIFICATION IN RESPONSE	FURTHER CONSULTATIONS
BLUE LINE- FORRES	No map	<b>Objector</b> - The existing path that runs between 3 and 5 Twinning link is not used as often for access as it is from the end of corries way. The section of the path is prone to youths gathering and causing disturbances throughout spring summer and autumn by playing loud music carrying on kicking the property fences etc. The kids themselves are ok and when asked to move on the do so but then they come back the next night until asked to move then the next night is the same and so one. Between March and November I am asking these kids to move on almost every night. If this access was not there the kids in the neighbourhood would not hang about here. The path access goes between 2 disabled properties. There is also access to the path at the end of corries way which gets people direct access to the walking path that people use for their dogs. This access is not detailed on your map. People also access the pathway from the bottom of Twinning Link which is also not detailed on your map. Instead of having the access running between two disabled properties can this access be closed off and the other 2 access ways is used instead?	<b>Modification: Remove section of existing 'blue' line path between 3 and 5 Twinning Park, Forres and add new existing blue line path from Balnakeith Road past Noah's Ark Nursery to link with the existing path at the woodland to the rear of Corries Way.</b> Reason: Request can be accommodated easily as not a Core Path and therefore not subject to the formal consultation process.	None required
BLUE LINE- RAFFORD	No map	<b>Comment</b> - There is one path missing, that I think should be recognised as an existing path, but not a core path. This runs from the proposed CCP21 at map reference NJ065 552, to 065 547, though Wester Brochloch to 062 546, and then joining CCP21 again at 059 549. I also support the modification to CCP21, to join the Dava Way at NJ 047 542 rather than further north, to alleviate concerns from residents at the west end of CCP21	<b>Modification: Add new blue line path to the plan to indicate an existing path linking two points on CCP21 via Wester Brockloch Farm.</b> Reason: Request can be accommodated easily as not a Core Path and therefore not subject to the formal consultation process.	None required
CCP19 FORRES	Map 1	<b>Objector</b> - The proposed New Candidate Core Path (CCP 19) gives direct and intrusive access onto the land and grounds of Drumduan School.  In accordance with section 6(1)(b)(iii) of the Land Reform (Scotland) Act 2003, it is our understanding that access rights are not exercisable on land contiguous to and used for the purpose of a school.	<b>Modification: Remove the entirety of CCP19 from the plan.</b> Reason: Recent development of new classrooms at the school has resulted in expansion of the operational area of the school grounds; consequently the path which is a claimed Right of Way now goes through the centre of the school complex where before it was at the edge, compounding health and security concerns for school pupils. Core path designation would potentially further intensify security issues through increased path promotion and resultant potential increase in public usage.	<u>All Drumduan Road residents nos 1 to 20</u> Responses: 3 residents for Core path designation and 2 for the modification to take it out.  <u>Forres Community Council</u> Response: supports Core Path designation.  <u>Forres Footpaths Trust</u> Response: supports mod to remove CP designation.
CCP20 RAFFORD	Map 2	<b>Objector</b> - CCP20 runs through The Old Steading private property. Whilst the driveway is an existing Right of Way for pedestrians, cyclists and equestrians only, there is no right of parking on the property, and if this existing Right of Way is to be a proposed Core Path it must be made absolutely clear that those arriving by vehicle will have to park in Old Road. This is already extremely narrow, and could lead to obstruction problems for those living on Old Road. It should also be noted that the owner of Blervie House has placed a number of obstructions on this route, including a partial wooden barrier at the beginning of the route on the edge of my property, and has placed very large logs across the route approximately 200 metres south of my property. These may need to be tackled if it is to provide access to the wheelchair-bound etc. Prior to his purchase	<b>Modification: Remove CCP20 designation in entirety.</b> Reason: to address the privacy concerns of objectors and those of Finnerne Community Council.	<u>Finnerne Community Council.</u> Response: Support modification to remove CCP20

		<p>of Blervie House this was used by the various property owners south of us in the woods for vehicular access, until he blocked it off.</p> <p><b>Objector</b> - Not at all happy to have the footpath through my property changed from Right of Way to designated Core Path CCP20 which could encourage lots of people through 'Skene Meadows'. Having owned the property since 1978 and lived here since 1986, I know our regular local walkers and am happy to see them. They are polite and if they see anything unusual they tell me. What worries me if a stranger comes through and causes damage or drops a cigarette in the wood and starts a fire-who accepts responsibility? The quickest way to the wood from the main Rafford road-through James McNie's property. However the path which was previously always open has been changed by Mr Thompson of Blervie house who has reduced the opening to half its size by erecting a wooden fence. He also placed 3 huge logs across what is my property (I showed him my land registry papers to prove the point) and in spite of him twice promising to remove them more than 15 months ago they are still there.</p> <p>I would like to ask who actually is responsible to check all the Core Paths are kept clean and tidy and no rubbish is left behind. Presently i don't have this problem but feel it might happen. Definitely I am not in favour of the Core Path as I feel it would reduce the value of my property but am ok to continue to use the Right of Way system.</p> <p><b>Finderne Community Council Objection</b> - We are concerned that the proposed path CCP20 routes far too close to the property at Skene Meadows and fails to afford the owner "sufficient adjacent land" (SAL) as required by the Land Reform Act. As one of the key objectives to core path designation is the "promotion" of the routes to encourage use we have concerns that a number of the proposals could lead to significant vehicular access and car parking issues. This is particularly worrisome at the western ends of proposals CCP20 and CCP21 (access via a private road/track) and at the northern end of CCP24 (the only parking available being in passing place laybys on a single carriageway road).</p> <p><b>Objector</b> - The access road leading from the Dava Way bridge at Newtyle to the proposed core paths CCP20, 21 &amp; 25 is not maintained by Moray Council and is in bad repair especially after the snow and ice at the beginning of March 2018. Over the past 25+ years, it has fallen to local aging residents (60-85 years old) *to pay for and fill in* the potholes and ensure it is driveable for access to the 16 houses listed below:</p> <p>Blackhills Farm IV36 2SJ; Slatehaugh IV36 2SJ; Blackhills Bungalow IV36 2SJ; Cedar Cottage IV36 2SJ; Birchwood Cottage IV36 2SJ; Newtyle Croft IV36 2SJ; Solheim IV36 2SJ; 2 Woodside Cottage IV36 2SJ;</p> <p>1 Woodside Cottage IV36 2SJ; Woodside Croft IV36 2SJ; Woodside House IV36 2SJ; Skene Meadows IV36 2RR; Lyneside Croft IV36 2RR;</p> <p>Lyndene IV36 2RR; Broomvale IV36 2RR; Rowan Cottage IV36 2RR.</p> <p>If there is even more traffic due to walkers using their own cars to drive to this area, parking and using the core paths, the state of the road will deteriorate even further. Furthermore, the hill leading to the majority of the houses listed above is not stable in wet, icy and snowy conditions due to the sand turning to mud and becoming exceptionally icy underneath the snow. Last week we were unable to drive up the hill for 4 days. There are 18 residents over 60 years old who live in</p>		
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		the houses with the IV36 2SJ postcode + Skene Meadows. We therefore formally object to these tracks becoming Core Paths.		
CCP21 RAFFORD	Map 3	<b>3 Objections</b> – These remain outstanding with the proposal still being to retain the CCP21 Core path designation with a small modification being proposed to link this with the Dava Way.	<b>Modification: Retain CCP21 designation as proposed and add extension of the route (along the former western arm of CCP20) to link with the Dava Way.</b> Reason: To accommodate a safe off road link from Rafford through to the Dava Way.	<u>Finderne Community Council:</u> Response: seeks removal of whole CCP21 designation in entirety.
CCP22 RAFFORD	Map 4	<b>Objector</b> - There is no parking available where the path is shown joining the main road at Granary Park. My expectation is that cars will be parked irresponsibly and thereby compromise the safety of residents vehicles entering and leaving their homes. The part of this road which passes my property is potholed and unmaintained, resulting in it being saturated in mud when wet. In winter this also becomes extremely icy for long periods. This will encourage users to detour off the path through my garden which is currently in grass (and not fenced). I object to this probability. Will the council responsibilities include path/road maintenance, including liability for all injuries sustained by users?	<b>Modification: Remove western section of CCP22 designation between the B9010 and no. 17 Granary Park and extend designation along Granary Park public road to link with B9010.</b> Reason: To address the concerns of an objector and those of Finderne Community Council whilst still allowing a through connection to the B9010.	<u>Finderne Community Council</u> Response: support modification to remove western part of CCP22 and add extension along the public road.
CCP24 RAFFORD	Map 5	<b>Finderne Community Council objection-</b> As one of the key objectives to core path designation is the “promotion” of the routes to encourage use we have concerns that a number of the proposals could lead to significant vehicular access and car parking issues. This is particularly worrisome at the western ends of proposals CCP20 and CCP21 (access via a private road/track) and at the northern end of CCP24 (the only parking available being in passing place laybys on a single carriageway road). <b>Objector-</b> This is a woodland path, which I myself cleared & tidied for dog walkers, horse riders & pony club children over 40 yrs. ago. This track has 'moved' through the years due to wood extraction, fence lines altering & ownership changes. The path becomes very muddy, slippery, gutters & messy in wet/ winter weather. I do not see it suitable as a core path. Further to unsuitability, the local dog walkers are aware of the wild fauna & bird populations in the wood; their dogs are in control as the farmer has stock (mainly sheep) in the adjoining field most of the year. There is an under-planting scheme ongoing in the woodland, which involves clearing, thinning, & extracting wood (rather more regularly than 40 years ago!) There are two gated tracks which prevent roe deer getting into the Knock House gardens (open to the Scottish garden scheme annually) & need not be entered if walking or riding. I have not found out whether the Church of Scotland, Rafford, would 'entertain' cars parking in a limited parking area, but there is NO parking on the N E end of the planned route so I would suggest the "start / finish" points * are totally unnecessary & if nothing else review the route, please. The proposal of CCP 24 is superfluous. <b>Objector-</b> 1. The first part of the route is over the private drive and within the garden of Knock house. 2. The second part of this route invades the privacy of the property by going	<b>Modification: Delete the entirety of the proposed CCP24 Core Path designation.</b> Reason: To respond to two objectors concerns and those of Finderne Community Council	None required

		<p>through a gate which serves as an intentional barrier to quad bikers and other recreational vehicles that have been in the past using the timber extraction route. It also prevents agricultural animals from the neighbouring field getting onto our drive and garden.</p> <p>3. This area is also under planted with trees and shrubs to provide further shelter from the exposed east wind aspect. As a woodland edge it provides a suitable habitat area for ground nesting birds and animals which area readily disturbed by dog-walkers.</p> <p>4. The reason this route exists at all is to allow tractor access to the woodland. It was in use this spring and also later this summer and regularly in the future.</p> <p>5. In the interests of safety, by personal permission, horse riders from the Mains of Blervie and Templestones use the timber extraction route to bypass and avoid using the lower end of the narrow single track public road from Templestones to the Forres/Dallas Road at the Rafford war memorial. This very blind corner and awkward T junction is seriously dangerous for horse use.</p> <p>6. Stacks of loose timber branches and tree tops are on the edges of this area throughout the year and are a source of potential accidents to walkers with uncontrolled children. See recent court cases on timber stack accidents.</p> <p>7. The neighbouring farmer has sheep all year round on the adjacent fields. It is particularly unwise to open the areas by public advertising of a Core Path in view of the significant increase in sheep worrying and injuries by people exercising their dogs without proper control. See recent complaints in farming and national press and recent personal observations.</p> <p>8. There is nowhere to park at the northern point of CCP24 and they are certainly not welcomed on the Knock House Drive or its entrance from the public road. For people wanting to walk to Califer or a circuit of Rafford there is parking at The Church end of CCP22. The spur of unmade up ground through Knock Wood proposed by CCP24 is totally superfluous.</p>		
CCP25 RAFFORD	Map 6	<p><b>Objector</b> - Please take notice that the route shown on plan 3b for the new Core Path CCP25 does not follow the route of the existing path which was constructed in 2016/17. (at the landowners considerable cost). And after negotiation and agreement with Ian Douglas, the Moray Outdoor Access Officer). The current path as constructed joins CCP21 on its western end further south and east of the route shown on your map. I trust this is a drawing error and look forward to your confirmation of the same. As correctly drawn the path would cross the new fence and enter the garden of Blervie House.</p>	<p><b>Modification:</b> <i>Remove existing CCP25 and insert revised line for CCP25 as per map agreed with objector.</i></p> <p>Reason: to ensure the route is accurately plotted within the plan to accord with what is on the ground.</p>	None required
CCP29 MILTONDUFF	Map 7	<p><b>Objector</b> - I run a livery business at my property, Muirhall, and my daughter and I own our own horses; she is a keen eventer. We use our woods for riding and training, and have a number of cross-country fences forming a course around our property, including several on the path you indicate. Local people who walk in our woods know that they will encounter horses, often moving at speed, and take appropriate precautions which include keeping their dogs under strict control. I</p>	<p><b>Modification:</b> <i>Delete northern arm of CCP29.</i></p> <p>Reason: Public health and safety concerns due to intensive use by the owners equestrian business and that a section of the proposed path is currently non-existent on the ground.</p>	<p><u>Heldon Community Council</u></p> <p>Response: supports modification to remove the norther arm of CCP29 from the plan.</p>

		<p>have a badly arthritic hip which affects my riding significantly so I rarely venture beyond my own property; locals know my problem and that I must avoid falling off e.g. if my horse were spooked by a loose dog. My nervous livery ladies also appreciate the safety of our own woods for hacking. Your proposed Core Path would compromise our safety because it would encourage other, less informed and helpful people, to walk in our woods. It would also compromise the security of my property; since my husband's death it is only my teenage daughter and myself here and, while I am installing CCTV at the front of the property to improve our security, I cannot cover the area at the back which is clearly visible from the woodland path. Moreover, I am concerned about possible damage to my property; I have bought and installed expensive cross-country jumps which have sustained occasional wilful damage by persons unknown walking in my woods. Encouraging more people to use my woods will obviously increase the chances of further damage. You should consider the possibility of a walker sustaining an accident or injury as a result of frightening or surprising a horse. Few people seem aware that horses are flight animals and that even a sensible horse with a competent rider can react quickly to, for example, a dog in the undergrowth or a person emerging onto a path. Half a ton of horse can cause significant injury. Please re-consider your proposal.</p>		
CCP45 ELGIN	Map 8	<p><b>Comment</b> - Extend CCP45 to join with EG45. Provision of the route is a planning requirement of Springfield developments related to Elgin South and will be provided within 2 years of projected Core paths Plan adoption date.</p>	<p><b>Modification: Extend CCP45 along Linkwood Road to join with EG45.</b> Reason: To accord with the planning requirement that will connect CCP45 directly to EG45.</p>	None required
CCP50 FOCHABERS	Map 9	<p><b>Objector</b> - We would like to formally object to the proposed CCP50 Core Path between Gordon Chapel and west of Duncan Avenue for the following reasons;</p> <ul style="list-style-type: none"> <li>- we have concerns regarding the insurance implications of anyone being injured while on our land.</li> <li>- for the overall maintenance of the area we need it to remain mostly sufficiently flat for its grass to be cut by a tractor.</li> <li>- if a Core path goes in, would it become the duty of the Council to maintain it, including the picking of litter, dog mess etc</li> <li>- being so close to the bypass, it will be an immensely noisy area, and who will want to walk down such a noisy track when there is a quiet public path less than 40 metres away and running in the same direction?</li> <li>- the proposed Core Path runs through an area high in numbers of deer, bats and nesting birds. Although walkers are supposed to keep their dogs under control we find that 6 out of 10 do not comply with the access code in respect of dog control (and clearing up).</li> <li>- having had their environment immensely damaged by the bypass, the inhabitants of Castle St do not want the further intrusion of a Core Path which may encourage many more people to use it. This is particularly so for those living at the eastern end of Castle St with a low wall in front of them.</li> </ul> <p>Finally, we have no objections to the other paths and amendments that are</p>	<p><b>Modification: Remove the entirety of the proposed CCP50 Core Path designation from the Plan.</b> Reason: Landowner objection and absence of community support for the designation.</p>	<p><a href="#">Lennox Community Council</a> Response: Supports modification to remove CCP50 Core Path proposal from the Plan.</p> <p><a href="#">Fochabers Village Association</a> Response: Supports modification to remove CCP50 from the Plan.</p>

		located on the Gordon Castle Estate land.		
CCP57 KNOCK	Map 10	<p><b>Objector</b> - As owners of part of the proposed path we object on several counts. Part of the route passes through our garden directly in front of kitchen and bathroom windows affording us no privacy. Aside from this we have young children and pets and we find the presence of strangers in our garden unacceptable.</p> <p>We are also concerned that the paths are not sustainable for possible increased footfall and horse riders. At present we have the option to close off and/or reroute paths across the land if unsuitable or dangerous. Several paths pass close to open water and are liable to erosion, flooding, again causing a hazard. At present we can reduce access to limit this which we would not be allowed to do if it was a Core Path.</p> <p>As horse owners and riders ourselves we would have been delighted to have supported this proposal however as there is currently no funding attached to this proposal to improve the surface of the paths to allow horseriding/walking we do not want to have to accept additional use. At present paths are predominantly lawned and as such are very soft in wetter conditions. Unfortunately not all users are sympathetic and the paths are damaged quickly and easily.</p>	<p><b>Modification: Remove the entirety of the proposed CCP57 Core path designation from the Plan.</b></p> <p>Reason: Privacy issues relating to proximity of part of the path to a house; prematurity of designating the route until upgrade is carried out to accommodate horse use and to accord with the view of Strathisla Community Council.</p>	<p><u>Strathisla Community Council</u></p> <p>Response: Supports modification to remove CCP57 from the Plan.</p>
CCP59 THE BALLOCH	Map 11	<p><b>Comment</b> - FES require a short section of this deleted. Whilst we welcome the inclusion of the "Herricks Trail" in the plan, the extension off the north side of the hill from the summit to the forest road is not suitable to invite the public to use. The path is in an unsafe condition. FES is in the process of removing this section from the promoted network.</p>	<p><b>Modification: Remove the northern arm of CCP59 from the proposed Core Path designation.</b></p> <p>Reason: Poor condition of path and that it will no longer form part of the complement of FES promoted paths.</p>	None required
CCP67 ABERLOUR	No map	<p><b>Comment</b> - St Margaret's Church has no objection to the planned core path. However please note that on your draft review you have it listed as St Mary's Church. We should prefer the wording to say 'Parking available at St Margaret's Church' rather than 'Car park at St Margaret's Church'.</p>	<p><b>Modification: change text in Plan table on page 21 to, "Parking available at St Margaret's Church' to rectify text error.</b></p> <p>Reason: In the interests of accuracy.</p>	None required
CCP68 ABERLOUR	Map 12	<p><b>Objector</b> - As the owner of the ground for the core path I do have a few objections.</p> <p>1st: The existing path is already being heavily used by the locals of Aberlour as well as visitors to the area, without having to designate it a core path.</p> <p>2nd: Too many dog walkers are being irresponsible when it comes to "keeping their dog under proper control" as well as dog fouling. I employ a ghillie to look after fishing clients and not to continually dispose of dog faeces, this could increase if it is designated a core path.</p> <p>3rd: The Speyside Way runs adjacent to the area, the proposed new core path loops back on itself and doesn't connect to the Speyside Way at all.</p> <p>4th: Speaking to some of the village council I get the feeling there is no great appetite for a core path let's leave it as it is after all no one is complaining at the way things stand at the moment.</p>	<p><b>Modification: Remove CCP68 designation in entirety.</b></p> <p>Reason: Rejection of the proposal by the landowner and lack of compelling evidence of community demand for a specific Core Path designation along what is an informal and in places indistinct path.</p>	<p><u>Aberlour Community Association</u></p> <p>Response: support Core Path designation for CCP68</p>



		<p><b>Objector</b> - I strongly object to the proposed new candidate core path CCP68 at Aberlour. The route you have taken is circular in what we call locally as the "planty". I object for the following reasons:-</p> <ol style="list-style-type: none"> <li>1. The route could be dangerous and misleading if you head by the river and miss the turn left into wood, the sloping banks at "Polshuan" are unstable, there's been 2 large land slips in the last few years making it dangerous to the public.</li> <li>2. The wood floods as the river rises above 3ft on the gauge at the burn mouth, it floods from the bed of the river up.</li> <li>3. As the path comes back to "Mcgowans Briggie" it crosses a broken fence and where you come out the bank is unstable and dangerous as the path originally went up the burnside which has crumbled into the burn hence why the fence was trampled down by the general public. There is also 2 king fishers nesting in the bank in which most people don't know about. Alongside there is otters as well under the bank this alone should be enough not to make it a core route.</li> <li>4. The route you are proposing was never originally a path as the path went up by the burn to the football pitch.</li> <li>5. In the wood itself you have a good number of ground nesting sand pipers when they fledge they fly at knee to waist height and become vulnerable to the public walking dogs off the lead.</li> <li>6. There is Badger sets in the wood as well. Deer, squirrels, Hedgehogs, and other wildlife all can survive here providing it's not overused by the public.</li> <li>7. We already have a problem in the wood with fires, human waste and rubbish, mostly by campers and canoeists. we can all explore areas and live alongside each other but must respect the countryside code and land owners property. I personally try to keep the area free of rubbish.</li> <li>8. The bit I don't understand is why you have not taken the proposed route CP68 which has a sign on it for "The Speyside Way" from the Victoria Bridge along the route you have proposed and turn left just before the McGowans briggie there is a post.</li> </ol>		
BK11 BUCKIE	Map 13	<p><b>Comment</b> - We are considering new security fencing in the vicinity of core path BK11 which runs along the north edge of the school grounds. As part of this we would like the 'dog-leg' along the core path at Milton Drive to be straightened as part of the core paths plan review. I ask you that this be considered as part of the process.</p>	<p><b>Modification:</b> <i>Remove the Milton Drive 'dog leg' section of Core path BK11 from the plan and straighten the route along the edge of the Millbank Primary School grounds.</i></p> <p>Reason: To rationalise the route of the Core path and to accord with new fencing to implemented along the edge of the school grounds.</p>	None required
DA01 FORRES	Map 14	<p><b>Comment</b> - The Dava Way Association (DWA) discussed the Draft Moray Core Paths Plan 2018 at our recent Board of Trustees Meeting and I was actioned with raising the points below:</p> <p>Dava Way - It was noted that the Dava Way is shown terminating where the railway trackbed intersects with Mannachie Avenue, but the route actually terminates by the Forres Tolbooth on the High Street.</p> <p>Therefore, some sections of the Dava Way between Mannachie Avenue and Forres Tolbooth are not covered by existing/proposed core paths. This has raised questions relating to the status of this section of the route and rights regarding the maintenance/replacement by the DWA of the associated existing waymarkers/fingerposts.</p> <p>Would it be feasible to add a core path/paths covering the route of the Dava Way</p>	<p><b>Modification:</b> <i>Extend the DA01 Core Path designation along roadside paths/shared areas of Mannachie Avenue, Mannachie Rise then path link to Loch View, Loch View, Sanquhar Road, Tolbooth Street up to Market Cross. To accommodate this re- label affected sections of FR22, FR32, FR35 and FR42.</i></p> <p>Reason: To give Core Path status and a consistent labelling to the whole of the promoted and signed Dava Way route within Moray in the interests of continuity.</p>	None required


		<p>as detailed below:</p> <ul style="list-style-type: none"> <li>- From the intersection of the trackbed and Mannachie Avenue head east along Mannachie Avenue, then along the southern arc of Mannachie Rise to its eastern end.</li> <li>- Head east along the footpath linking Mannachie Rise to Loch View, then head east then northeast along Loch View to its junction with Woodside Drive and Sanquhar Road.</li> <li>- Head northwest along Sanquhar Road past Sanquhar Loch, then north along Sanquhar Road past Forres Academy and Applegrove Primary School.</li> <li>- At the north end of Sanquhar Road, cross the roundabout and head northwest up Tolbooth Street.</li> <li>- Just before reaching the north end of Tolbooth Street, take the passageway leading west beneath Forres Tolbooth and terminate at the Market Cross.</li> </ul>		
EG45 ELGIN	Map 15	<p><b>Objector</b> - The route of the proposed extension to EG45 is unacceptable for the following reasons:</p> <ol style="list-style-type: none"> <li>1. The proposed extension route as currently shown follows the line of the temporary path constructed without my consent on my land by Moray Council's contractors. They created this while they occupied my land to create the Tyock Burn diversion and other flood defence works. This route was Heras fenced from public use until an alternative sensible path route could be discussed.</li> <li>2. The proposed route snakes through the middle of private land which has been serviced by roads and utilities at my expense in preparation for development and effectively renders the site unsaleable and un-developable.</li> <li>3. If this route is not altered a substantial compensation claim would have to be raised against Moray Council which is not in the public or tax payers interest.</li> <li>4. An alternative potential route following the perimeter of the Tyock Burn diversion channel at the eastern and northern boundary of the site known as Plots 6/7 has already been discussed with Moray Council's Elaine Penny [Transportation] subject to agreeing mutually acceptable terms.</li> <li>5. The EG45 proposed extension did not form part of the current Core Paths Plan adopted on 28/06/11 for these already highlighted reasons.</li> <li>6: This list is not exhaustive and may be added to prior to the objection deadline. I would be grateful if a Council Representative would call to discuss terms for an alternative potential route</li> </ol>	<p><b>Modification:</b> <i>Remove proposed extended section of Core path EG45 from the A96 roundabout along Linkwood Place East linking with the River Lossie Cycle path (CCP36).</i></p> <p>Reason: it would be premature to designate this section of path as the exact position of this cycle path link has still to be agreed as a requirement of a suspensive planning condition. Once developed the new path can thereafter be designated as a Core path in the next Moray Core Paths Plan Review.</p>	None required
KT08 KEITH	Map 16	<p><b>Comment</b> - A slight improvement to Core Path KT08 from Westerton Road to Moss Street would be to use, instead of Bankers Lane East (also known as the Killin' Hoose Lane – one-way vehicular traffic and no pavement), the entrance road to Tesco which does have a pavement and leads directly to the pedestrian crossing at the traffic lights on Moss Street.</p> <p>Several amendments are required to the Blue Paths to bring the Keith map up to date.</p>	<p><b>Modification:</b> <i>Remove KT08 designation from Bankers Lane East and re-align along the Tesco access road pavement via the A96 crossing point.</i></p> <p>Reason: To account for new developments on the ground and in the interests of accommodating the safest route.</p>	None required
Text changes	No map	<p><b>SNH Comment</b> - We are supportive of the draft review and have no specific comments on the proposed and amended path details. We consider that none of these would result in any adverse impacts to important natural heritage interests. The mitigation to be considered if there is work planned on path networks seems appropriate to minimise the risk and impact on natural heritage interests. We have the following minor observations; - Reference to Historic Environment</p>	<p><b>Modifications:</b> <i>Change the Plan as follows in the interests of providing up to date and accurate information,</i></p> <ol style="list-style-type: none"> <li>1. <i>Replace all 'Historic Scotland' textual references throughout the document to read 'Historic Environment Scotland'.</i></li> <li>2. <i>Insert correct spelling of 'additionally' on page 6 in para 4 of section 12-Resources and Implementation.</i></li> </ol>	None required

		Scotland (HES) throughout the plan remains under 'Historic Scotland' .... needs updated. Page 6 - additionally' is incorrect spelled in Para: <i>'The Cairngorms Outdoor Access Trust (now the Outdoor Access Trust Scotland) successfully secured funding and subsequently upgraded sections of the Dava Way and Moray Coast Trail Core Paths. This approach could be replicated for other Core Paths. Additionally opportunities are presented by recent Wind Farm developments where funds have been set up for community developments which could include development and management of the Core Paths Network'</i>	Reason: To rectify inaccuracies and to ensure the Plan adequately relates to other relevant Plans and Strategies.	
Text changes	No map	<b>Moray Sports Development Officer Comment</b> - Make a number of small scale text changes to the Plan	<p><b>Modifications:</b></p> <p><i>Add extra bullet to first half of section 3 on page one to read, "Active Scotland Outdoor Framework - Equality is the main thrust to get people more active, more often. Contains 6 outcomes including improved active infrastructure for people and places".</i></p> <p><i>Add extra bullet to second half of section 3 on page 2 to read, "Physical Activity, Sport and Health Strategy for Moray - Vision is that physical activity and sport are embedded in the lives of the Moray community (through both the natural and built environment). Walking, cycling and active travel are all elements within the strategy".</i></p> <p><i>Amend incorrect spelling of 'additionally' on Page 6, middle last paragraph.</i></p> <p><i>Remove the term 'or so' from Policy 7 on page 7.</i></p> <p><i>Change the word 'sport' on Appendix 1 on page 8 to read 'Sport and Physical Activity'.</i></p> <p>Reason: To rectify inaccuracies and to ensure the Plan adequately relates to other relevant Plans and Strategies.</p>	None required
Text changes	No map	<b>SEPA Comment</b> - Supportive of the Plan specifically the environmental objectives and full details contained in Section 11. Mitigating Impacts. Interested in ensuring that the construction of any new paths (or supporting facilities, e.g. car parks, toilets) or upgrades to existing ones do not result in pollution or unacceptable watercourse engineering works. We would also wish to ensure such proposals would not be impacted by flood risk or increase the risk of flooding elsewhere. There is a long history of flooding in Moray so would recommend that avoidance of flood risk is the first principle. SEPA flood maps can be used as screening tools, and we recommend you consult your own flood team. Any opportunities to improve existing infrastructure / drainage and therefore improve water quality, biodiversity and amenity should be actively investigated and pursued subject to the following being considered as part the PATHS MANAGEMENT PLAN required under	<p><b>Modifications:</b></p> <p><i>Add bullet point to Policy 3 - Paths Management Plan on page 5 to read, "Practical measures to minimise impacts on watercourses from path Infrastructure as part of any Core Path development/improvements. To include 'retro fitting' on existing drainage systems, 'light touch' construction on floodplains fully assessed culvert design and protection of water quality.</i></p> <p><i>Add bullet point to Policy 3 - Paths Management Plan on page 5 to read, "Regulatory requirements applying to works which affect watercourses particularly in relation to new path developments, ongoing maintenance, importing materials and pollution prevention".</i></p> <p>Reason: To rectify inaccuracies and to ensure the Plan adequately relates to other relevant Plans and Strategies.</p>	None required

# MAP 1. Draft CCP Modification - Remove CCP19, Forres



## Legend

 Wards 2017 (Moray)

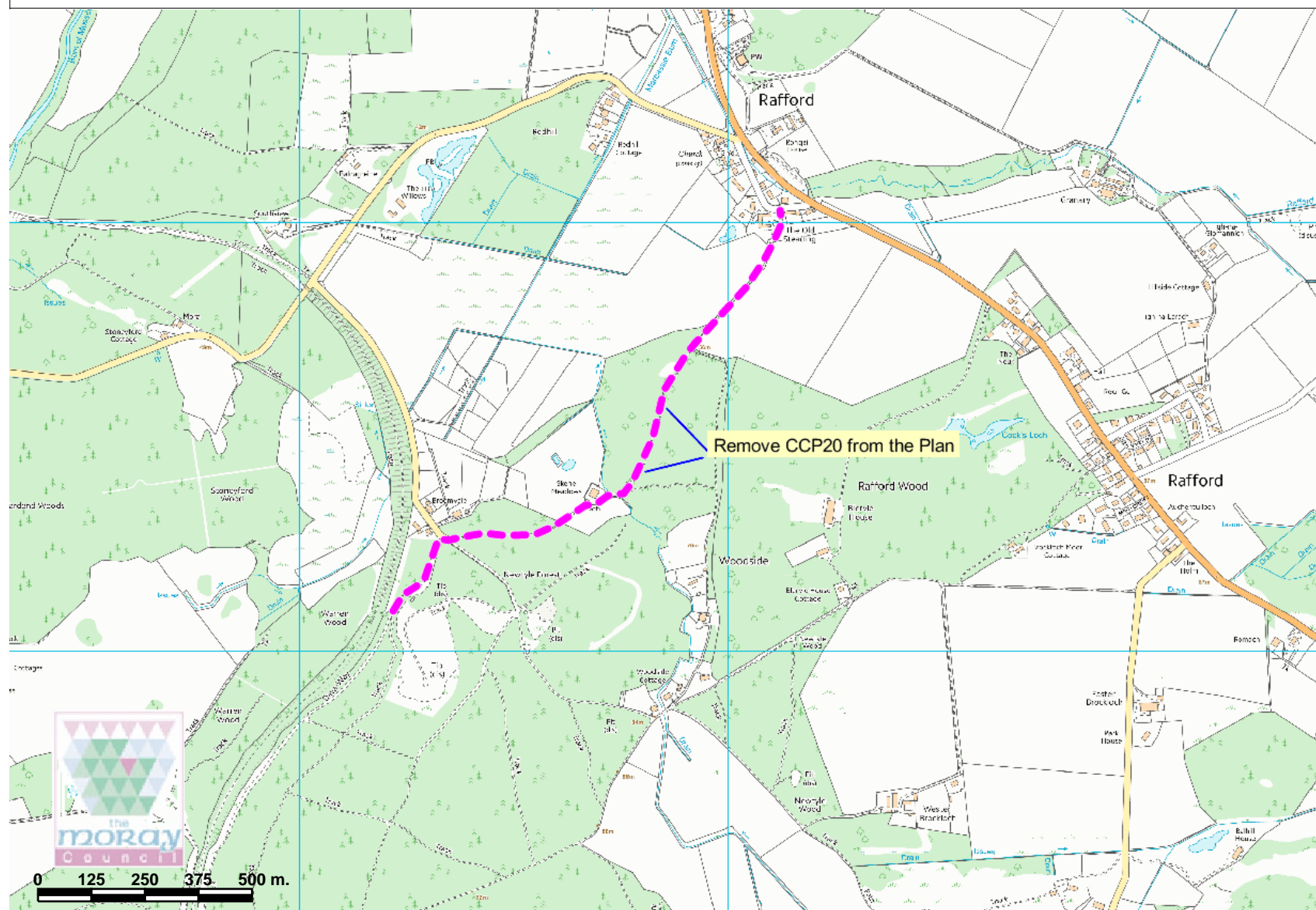


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


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# MAP 2. Draft CCP Modification - Remove CCP20, Rafford



## Legend

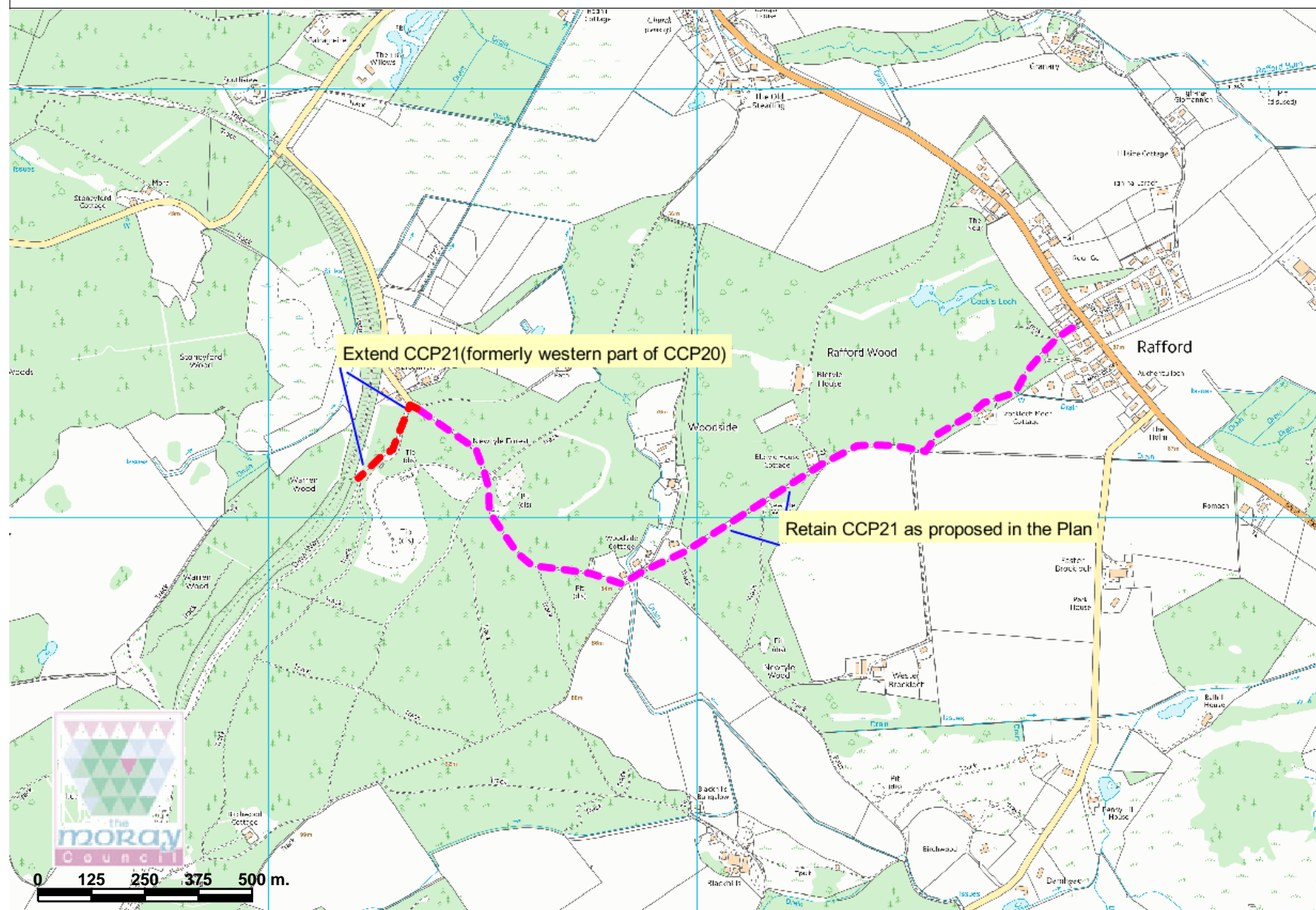
 Wards 2017 (Moray)




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# Map 3. Draft CCP Modification - Extend CCP21, rafford



## Legend

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 Scale: 1:13,721




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## MAP 4. Draft CCP MOdification - Remove/extend CCP22, Rafford



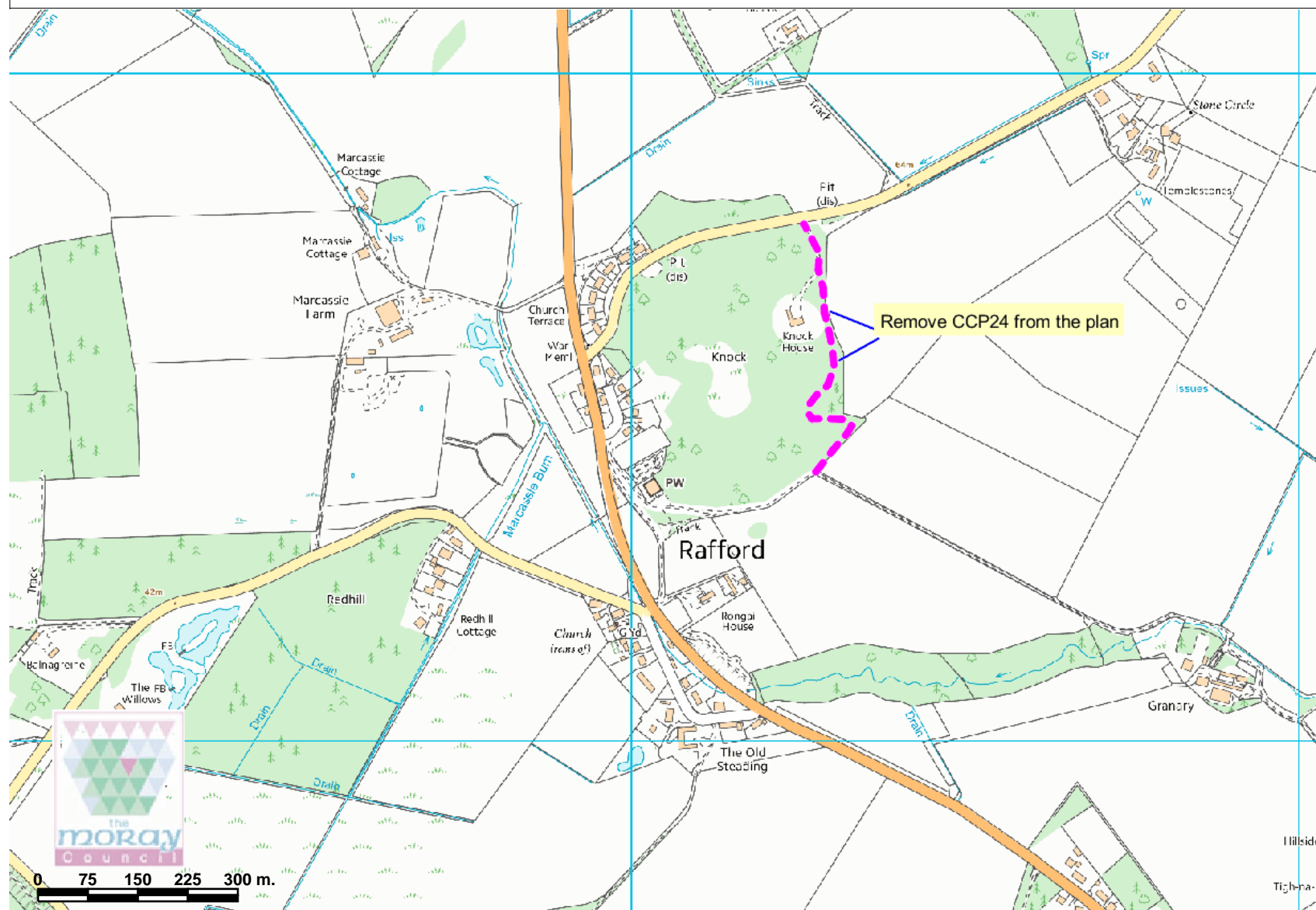
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


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# MAP 5. Draft CCP Modification - Remove CCP24, Rafford



## Legend

 Wards 2017 (Moray)



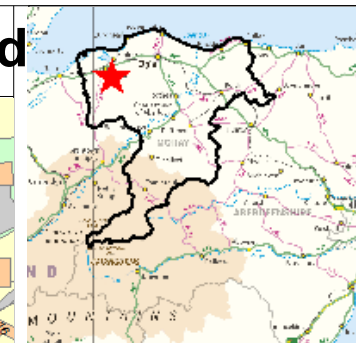
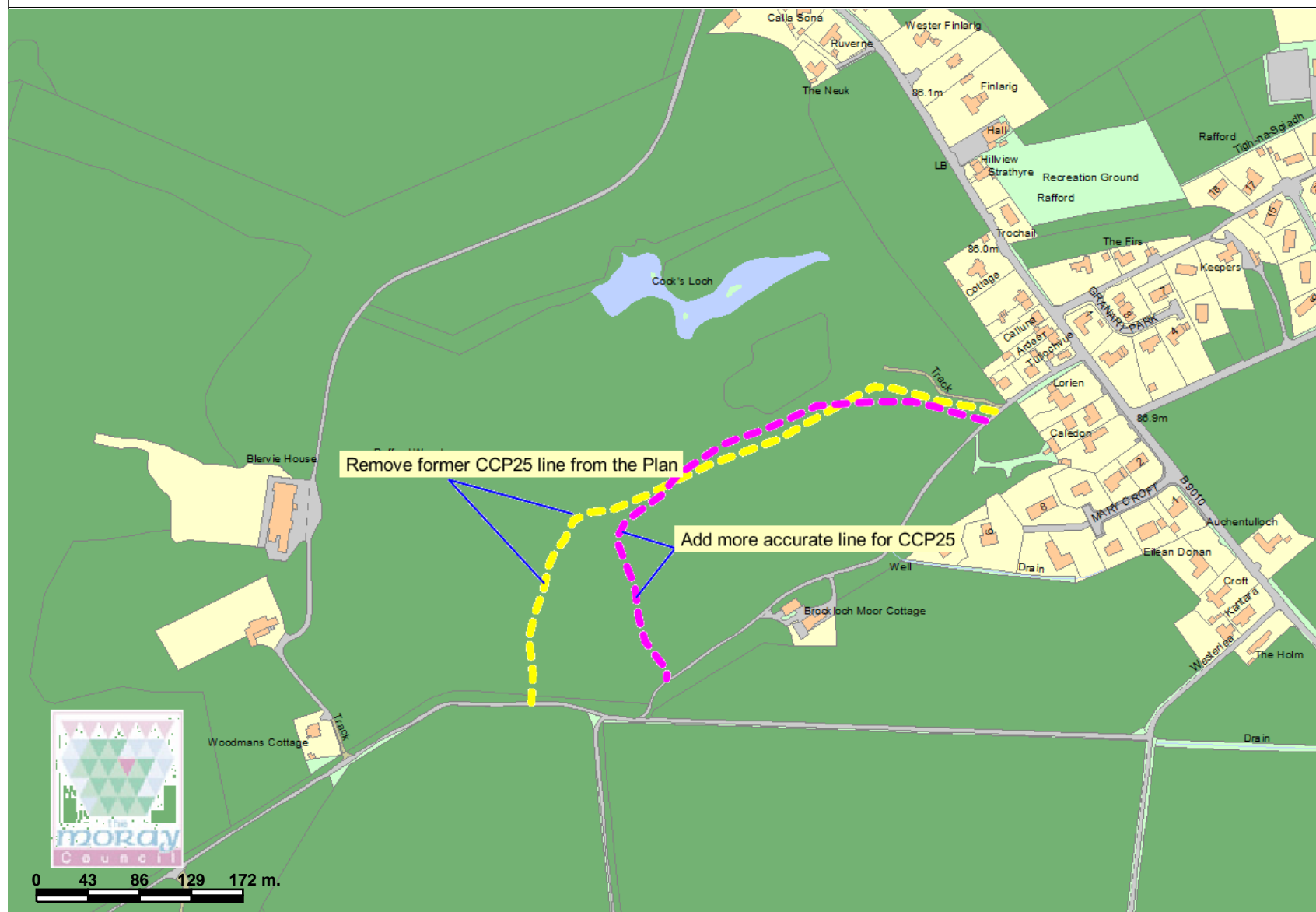
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# MAP 6. Draft CCP Modification - Resolve accuracy CCP25, Rafford



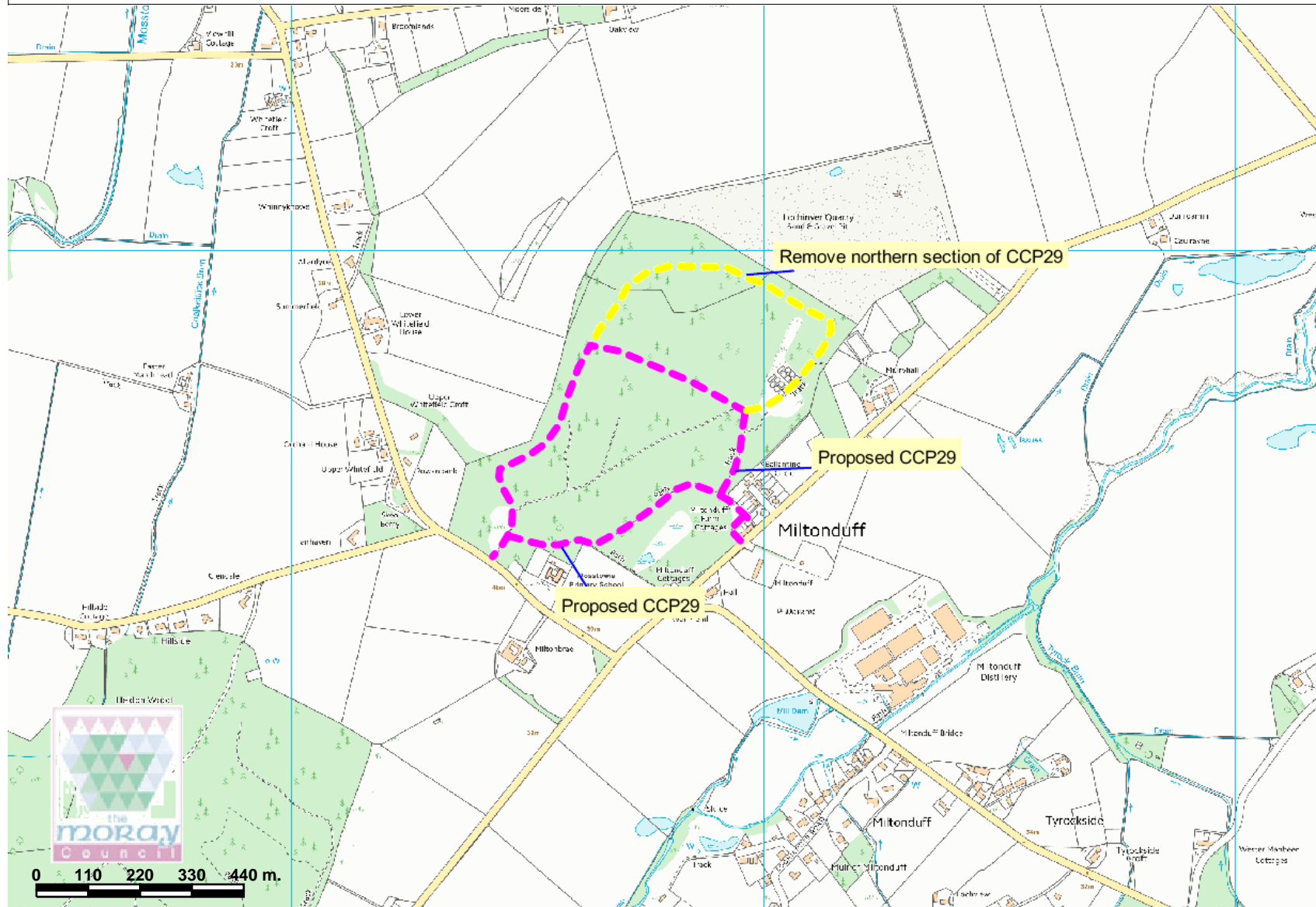
## Legend

 Wards 2017 (Moray)



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## MAP 7. Draft CCP Modification - Remove part CCP29, Miltonduff



### Legend

☐ Wards 2017 (Moray)



**Scale: 1:12,468**




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# MAP 8. Draft CCP Modification - Extend CCP 45, Elgin



## Legend

 Wards 2017 (Moray)



Scale: 1:4,641



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The map displays a residential area with various streets including George Street, High Street, Maxwell Street, and Duncan Avenue. A red dashed line is drawn across the map, with a callout box pointing to it that reads "Remove CCP50 from the Plan". The map also shows green spaces, a lake, and a walled garden. A scale bar at the bottom left indicates distances from 0 to 160 meters. The Moray Council logo is visible in the bottom left corner.



☐ Wards 2017 (Moray)

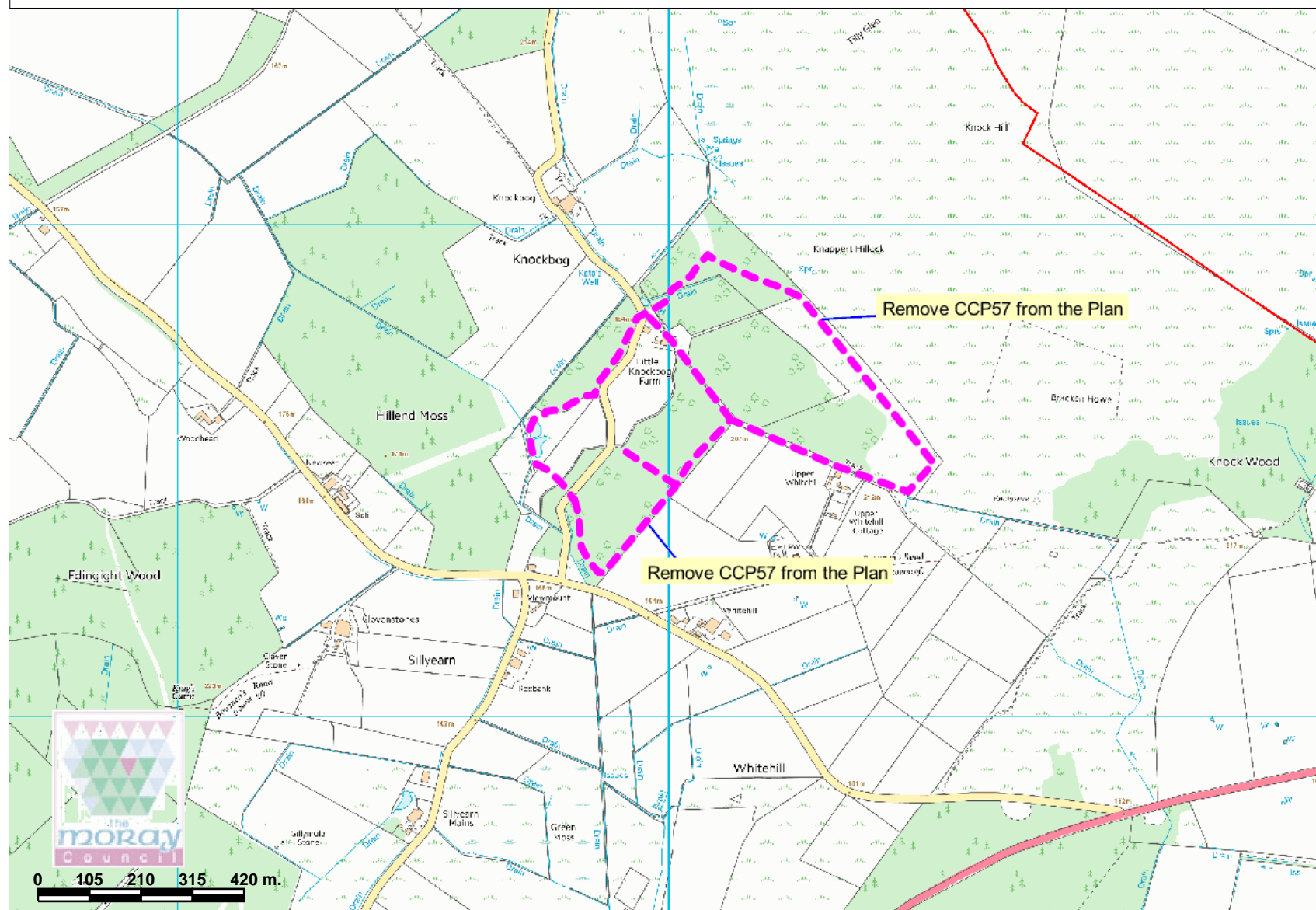


Scale: 1:4,419




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# MAP 10. Draft CCP Modification - Remove CCP57, Knock



## Legend

 Wards 2017 (Moray)



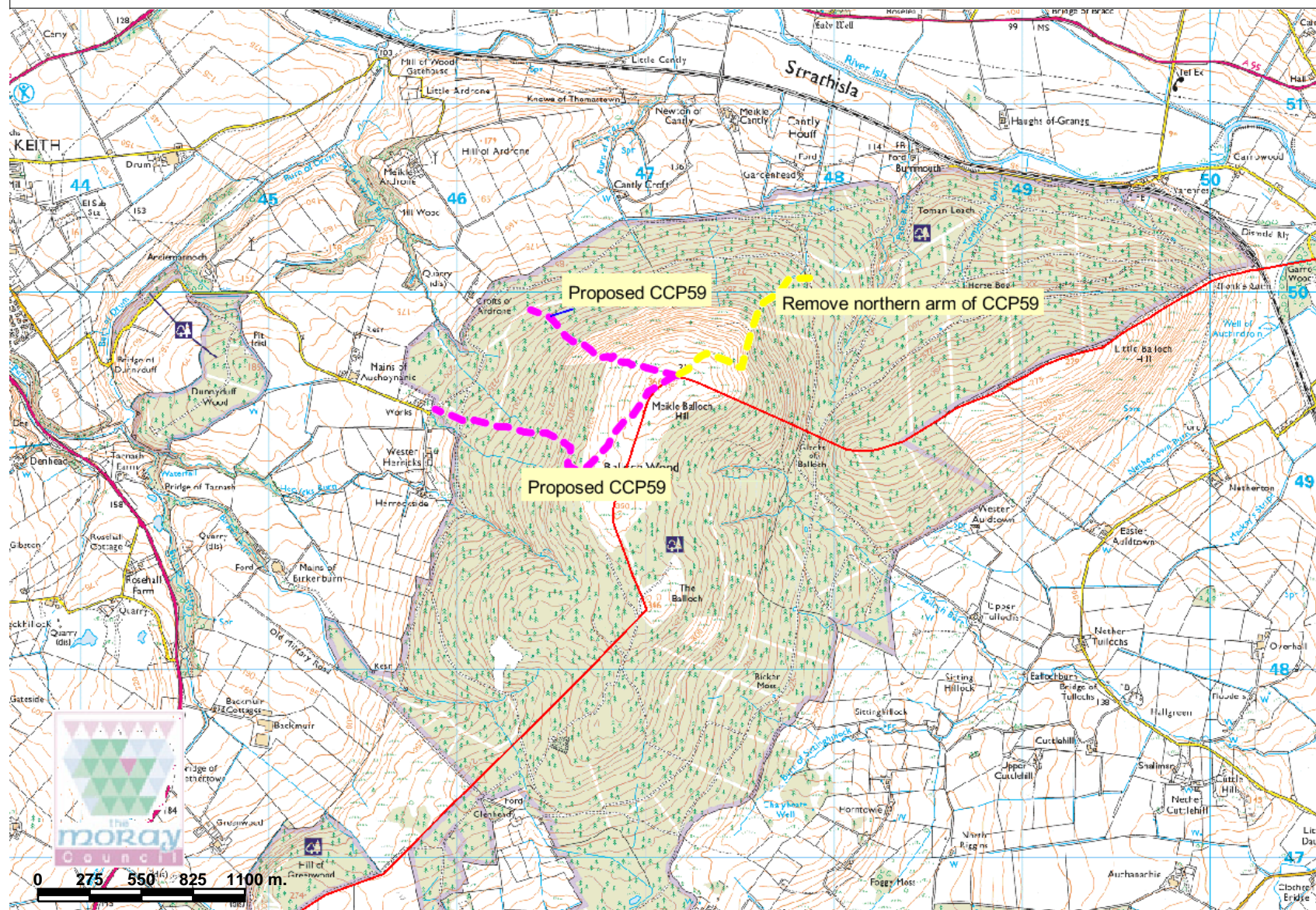
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# MAP 11. Draft CCP Modification - Remove north section CCP59



## Legend

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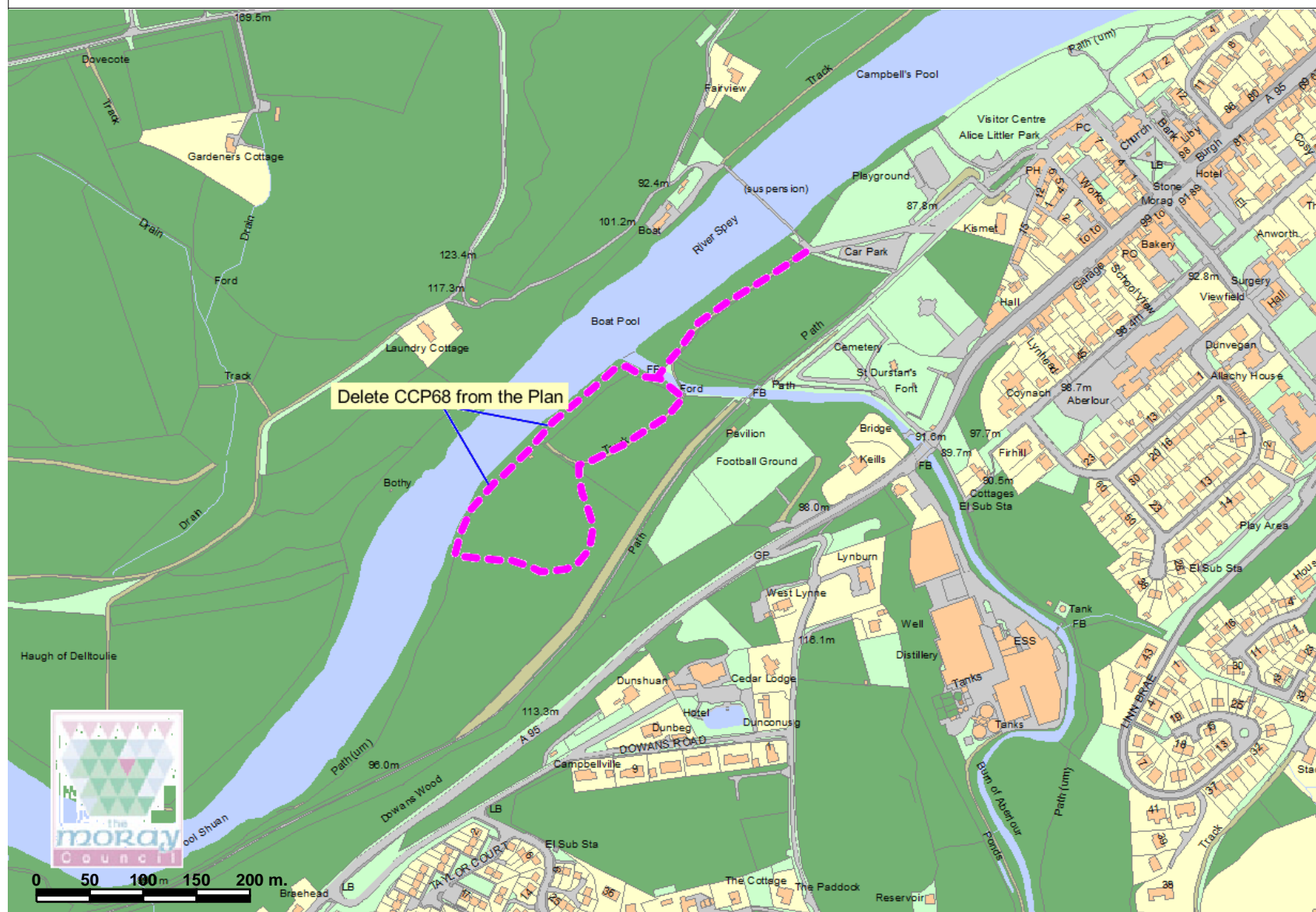
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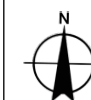


# MAP 12. Draft CCP Modification - Remove CCP68, Aberlour



## Legend

 Wards 2017 (Moray)

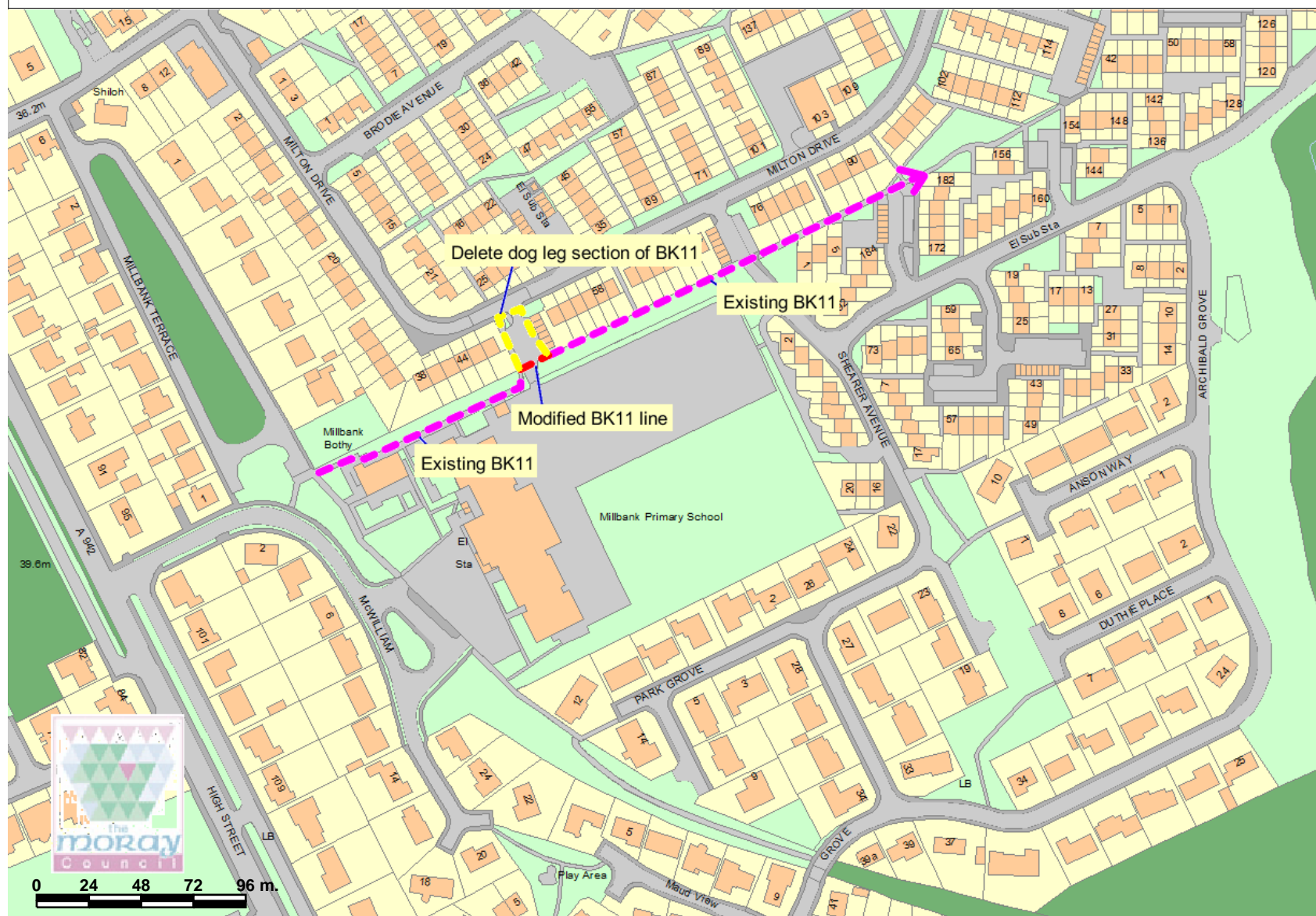


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# MAP 13. Draft CCP Modification - BK11, Buckie



## Legend

 Wards 2017 (Moray)



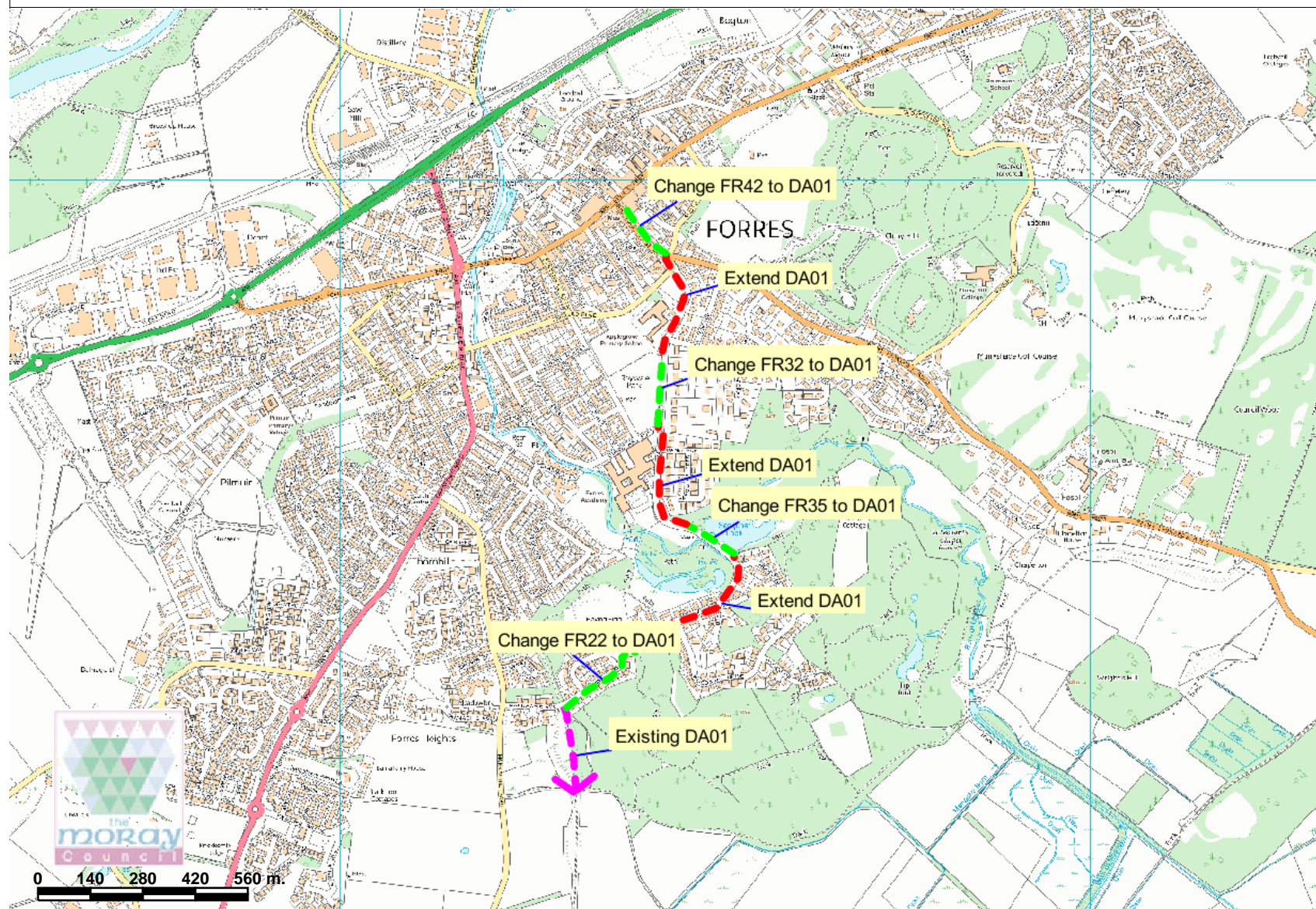
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# MAP 14. Draft CCP Modification - Extend DA01, Forres



## Legend

 Wards 2017 (Moray)



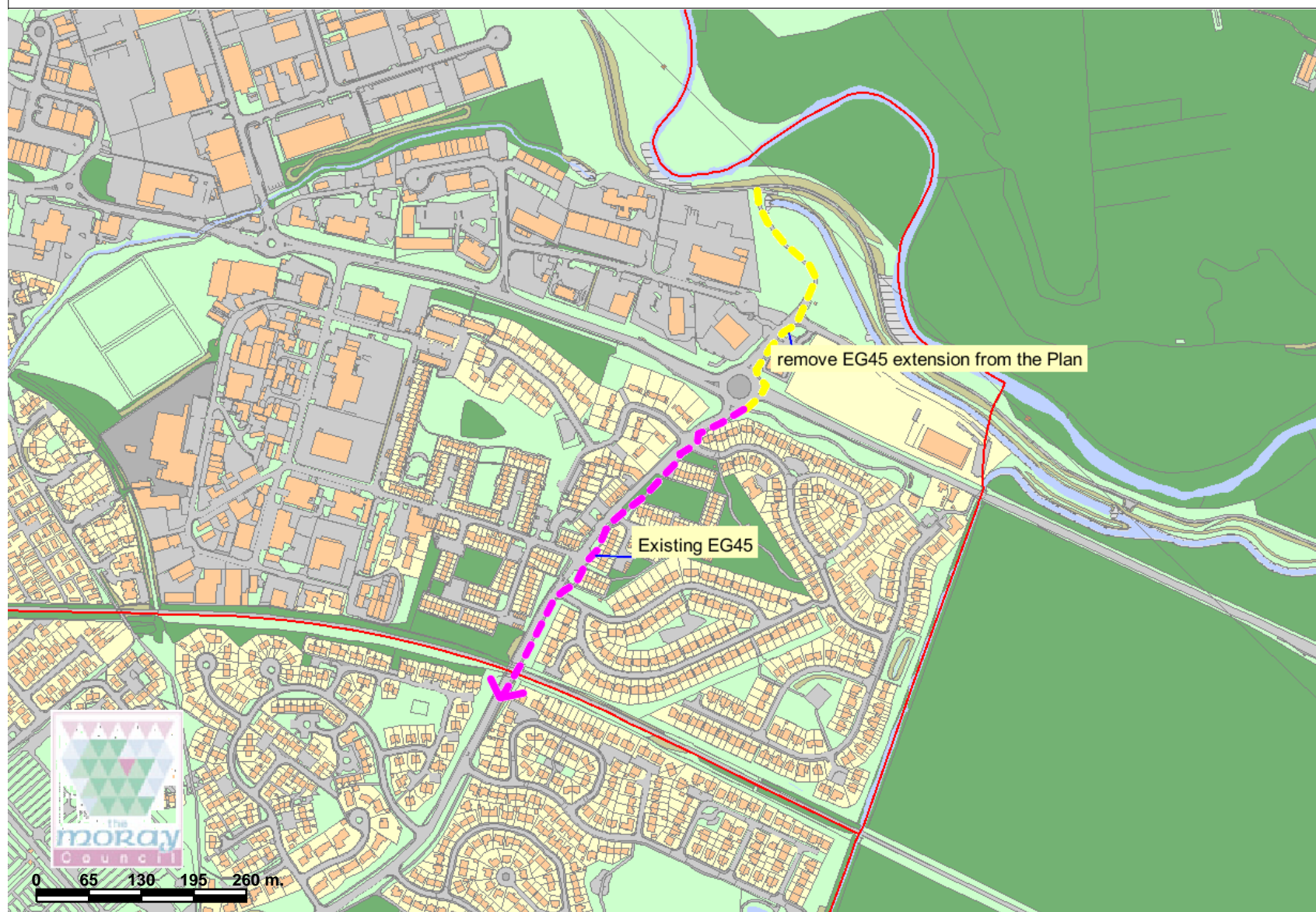
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# MAP 15. Draft CCP Modification - Remove EG45 extension, Elgin



## Legend

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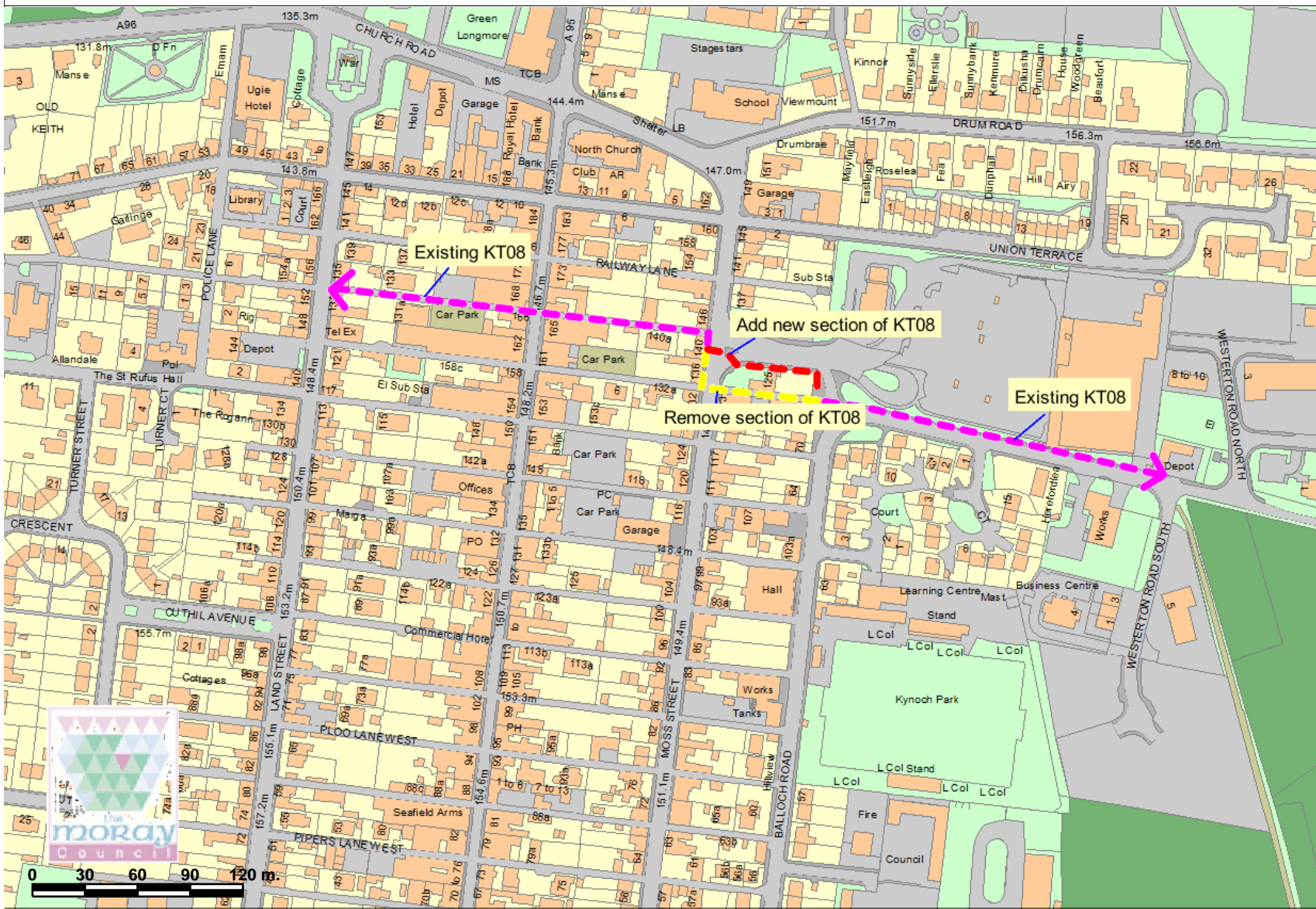


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# MAP 16. Draft CCP Modification - KT08, Keith



## Legend

Wards 2017 (Moray)



Scale: 1:3,344



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Reference	Name	Summary of Response	Suggested Modification and Reason	MLOAF Position	Further Consultation
CCP20 /21	Finderne Community Council	<p>We are concerned that the proposed path CCP20 routes far too close to the property at Skene Meadows and fails to afford the owner “sufficient adjacent land” (SAL) as required by the Land Reform Act.</p> <p>As one of the key objectives to core path designation is the “promotion” of the routes to encourage use we have concerns that a number of the proposals could lead to significant vehicular access and car parking issues. This is particularly worrisome at the western ends of proposals CCP20 and CCP21 (access via a private road/track) and at the northern end of CCP24 (the only parking available being in passing place laybys on a single carriageway road).</p>	<p>Remove CCP20 designation in entirety Reason: To address the concerns of objectors and those of Finderne Community Council</p> <p>Retain CCP21 designation as proposed and add extension of the route (along the former western arm of CCP20) to link with the Dava Way. . As intention is still to keep CCP21 in the Plan then objection remains outstanding</p>	<p>Supports modification of Plan to remove CCP20 designation from the Plan.</p> <p>Supports designation of CCP21 to make the Plan more ‘sufficient’ by providing a safe off road link between the Dava Way and Rafford. To do this integrate western arm of CCP20 as part of CCP21.</p>	None required
CCP20 /21	Ruth Whitfield	<p>The access road leading from the Dava Way bridge at Newtyle to the proposed core paths CCP20, 21 &amp; 25 is not maintained by Moray Council and is in bad repair especially after the snow and ice at the beginning of March 2018. Over the past 25+ years, it has fallen to local aging residents (60-85 years old) *to pay for and fill in* the potholes and ensure it is driveable for access to the 16 houses listed below:</p> <p>Blackhills Farm IV36 2SJ; Slatehaugh IV36 2SJ; Blackhills Bungalow IV36 2SJ; Cedar Cottage IV36 2SJ; Birchwood Cottage IV36 2SJ; Newtyle Croft IV36 2SJ; Solheim IV36 2SJ; 2 Woodside Cottage IV36 2SJ; 1 Woodside Cottage IV36 2SJ; Woodside Croft IV36 2SJ; Woodside House IV36 2SJ; Skene Meadows IV36 2RR; Lyneside Croft IV36 2RR; Lyndene IV36 2RR; Broomvale IV36 2RR; Rowan Cottage IV36 2RR.</p> <p>If there is even more traffic due to walkers using their own cars to drive to this area, parking and using the core paths, the state of the road will deteriorate even further. Furthermore, the hill leading to the majority of the houses listed above is not stable in wet, icy and snowy conditions due to the sand turning to mud and becoming exceptionally icy underneath the snow. Last week we were unable to drive up the hill for 4 days. There are 18 residents over 60 years old who live in the houses with the IV36 2SJ postcode + Skene Meadows. We therefore formally object to these tracks becoming Core Paths.</p>	<p>Remove CCP20 designation in entirety Reason: To address the concerns of objectors and those of Finderne Community Council</p> <p>Retain CCP21 designation as proposed and add extension of the route (along the former western arm of CCP20) to link with the Dava Way. As intention is still to keep CCP21 in the Plan then objection remains outstanding</p>	<p>Supports modification of Plan to remove CCP20 designation from the Plan.</p> <p>Supports designation of CCP21 to make the Plan more ‘sufficient’ by providing a safe off road link between the Dava Way and Rafford. To do this integrate western arm of CCP20 as part of CCP21.</p>	<p>Finderne Community Council. Response 19th April and 19th June 2018: Wish removal of CCP20 and CCP21 proposed designations.</p>
CCP21	Katrina Ross	<p>Proposed Core Path: CCP21 Lyneside to Rafford (via Solheim) I hereby object to this track being designated as a ‘core path’ for the following reasons:</p> <p>1) It will encourage more vehicular traffic along Lyneside (the tarmac road) to reach the designated start of CCP21, possibly, with parking issues at our refuse bins. Lyneside is not maintained by Moray District Council.</p> <p>2) The portion of the proposed core path on my track outside my home - Solheim, would be invasive to my privacy with the increase in human traffic (caused by advertising such core paths). As a result, this would reduce the value of my home and potential saleability of my home. Also, any such ‘waymarking’ signs would be visually obstructive.</p> <p>3) The portion of the path to the south of Blervie House to Rafford, is/was the access route (under pre 2003 Scottish Laws) for the 11 households in the Woodside/Newtyle area during inclement weather. This would also include emergency units called to our households during inclement weather.</p> <p>The importance of this access I can very sadly relate to, as in 1995, a Doctor called to attend my sick brother could not access via the Newtyle Brae. The only access was via the track south of Blervie House. Sadly, my brother died. Unfortunately, the Scottish Outdoor Access Code in 2003, without warning, removed our access overnight.</p> <p>Thus allowing the present owners of Blervie House to barricade this track with 3 padlocked gates. It is not acceptable for these owners to ‘perhaps’ offer ‘a key’ if necessary.</p>	<p>Retain CCP21 designation as proposed and add extension of the route (along the former western arm of CCP20) to link with the Dava Way. . As intention is still to keep CCP21 in the Plan then objection remains outstanding</p>	<p>Supports designation of CCP21 to make the Plan more ‘sufficient’ by providing a safe off road link between the Dava Way and Rafford. To do this integrate western arm of CCP20 as part of CCP21.</p>	<p>Finderne Community Council. Response 19th June 2018: Wish removal of CCP21 proposed designation.</p>

Reference	Name	Summary of Response	Suggested Modification and Reason	MLOAF Position	Further Consultation
CCP21 ....cont.		<p>As you know, the 20 year rule regarding vehicular access is a an empty promise. A core path by definition in this section, would completely remove any possible future vehicular access to this area. If all have access to walk, why does it have to be designated a 'core path?' I reaffirm my objection to CCP21 core path.</p> <p>Dear Ian I have been made aware that you met with the Finnerne Community Council (fcc), recently and as a result of this meeting, the fcc has proposed a new route for CCP21 linking the B9010 to the Dava via Cedar Cottage (and Solheim). This letter was sent to you on 19/4/18, but not forwarded to me until 23/4/18 at 1930. Whilst I can appreciate the desire of fcc to make a representation, I feel they have totally ignored my concerns and comments. Therefore, I have to confirm to you that their comments do not fully represent my feelings. The new proposed route (from fcc), that leaves the B9010 through the Blervie House Estate &amp; Woodmans Cottage, exits in front of my property - Solheim (described on the fcc proposal as Woodside Cottages), is not acceptable. This encroaches on my privacy and potential loss in value of my property by having a designated 'Core Path' directly in front of it. The general public will always have right of way on this route, I am disputing the designation of this route as a 'Core Path' that inevitably is advertised worldwide. It also has to be noted that the route proposed by fcc, passes: Blervie House, Woodmans Cottage, Woodside House, Newtyle Croft, Birchwood Cottage and Cedar Cottage before it connects with the Dava; again encroaching on privacy and property values. Most of these properties have not been referred by fcc. Perhaps a more suitable circular route for a core path to connect with the Dava, would be to route the path from the Califer view point, to Castlehill, Blervie Castle down past Templestones, Church Terrace to connect with the site of the old telephone box, then on to either the Dava (as detailed on fcc map, via Redhill), or to Granary &amp; Sourbank leading back to Califer. This route would be more scenic with greater historical interest for walkers etc. Namely, Califer view point, Blervie Castle and stone circle, War Memorial &amp; the site of an old fashioned phone box which served Rafford for many years. Coupled to the fact the panoramic views from Blervie Castle are second to none. I therefore propose this as the core path and cancel CCP21.</p>			
LM01	Alastair Kennedy	<p>"I wish to object to core path LM01 and also the proposal to reroute it where no path currently exists, and which thereby goes very much against the principle of defining core paths.</p> <p>Firstly, I would point out that the map which is being used to review core path LM01 is incorrect. That fact has been agreed with by the relevant officer. I believe that must have the potential to cause some confusion. The said officer disagrees but states that it will be corrected "later". It is claimed the path in question, now numbered LM01, was supposedly created/strimmed by a local outdoor group "at the turn of the millennium". However, no permission was given by the landowner or FES and no information has been found to show the authenticity of this claim. I would also point out that I have been reliably informed that local walkers have been encouraged to use this proposed route to "create" a path. This is already creating problems. When asked, the relevant officer reverted to the fact that "people have right of access". One who lives nearby stated to the landowner/householder that he was told "quite categorically" that the proposed path will go ahead. This has created further tensions and division in the community and is exceedingly unhelpful. I take the view that, until any consultation/review is complete, and the outcome agreed, the status quo should remain, otherwise what is the point of having a consultation/review? However, in this case it appears the outcome is already assumed (a done deal!).</p> <p>The person who claims the proposed path will definitely go ahead has been attempting to create a crossing over the ditch which is required to help drainage from the part of the land previously flooded – (see photo 2 attached). This may in fact be an illegal act but has been caused by the action of informing people that the path will happen. Forest Enterprise Scotland is actually required to maintain a clear waterway here so the stones in photo 2 have now been removed. In fact, the path had been practically unused for 6 months prior to this "local community representative" being informed which gave the householders their privacy and peace of mind back</p>	No modification	Supports proposed amendment for LM01.	None required

Reference	Name	Summary of Response	Suggested Modification and Reason	MLOAF Position	Further Consultation
LM01 cont.		<p>I also make the point that Council correspondence makes it clear this is the view of 1 person and which has taken little or no account of the householder's view.</p> <p><b>Background to my objection.</b> In January 2002, in the run up to forming a network of paths in Moray, Moray Council drew up and agreed the use of the "Moray Local Access Strategy Framework Document 2002" in progressing towards this network. Within the document at (5) it states, "Detailed Development Planning - This will involve the following stages: (i) This is basically a consultation led process involving all access stakeholders including landowners, communities, relevant organisations and interest groups to establish supply and demand, both actual and potential".</p> <p>That would most definitely suggest that any landowner involved would and should be consulted. However, it seems that the argument that consultation is unnecessary is in reference to The Land Reform (Scotland) Act 2003 which came into force in 2005 (3 years later) and that is the excuse the landowners involved in the following problems have had as a response to their objections to not having been consulted at the time. It does not, however, excuse the fact that no consultation took place with the landowner at that time (2002) which was very clearly the strategy in use then and which would very likely have stopped the future problems before they began. So that strategy was not followed in the case of LM01 where, despite some members of the Moray Access Forum being aware of, and the others being made aware of, who owned the land, the assumption was somehow then made that the land was under the stewardship of Forest Enterprise Scotland. This wrongly made assumption has been admitted by the officer involved.</p> <p>The path was later wrongly proposed as a potential core path for the following reasons: -The plans for Charlann Cottage were submitted in 2007 and planning permission was granted. This meant the path ran through the curtilage of the house but, since there was no "core path" designation on it at that time, there were no conditions attached to the planning permission. Although already owned by the landowner it therefore became incorporated into the footprint of the granted permission. Council correspondence makes it obvious the officer agrees these facts about the planning permission</p> <p>In 2011 this path, LM01, despite it running through the curtilage of Charlann Cottage, was given core path status. The legislation at the time was the Land Reform Act (Scotland) 2003 which is quite clear on this situation.</p> <p>See Land Reform Act - 6 – Land over which access rights are not exercisable</p> <p>(1) The land over which access rights are not exercisable is land –</p> <p>(a) To the extent there is on it –</p> <p>(i) a building or other structure or works, plant or fixed machinery;</p> <p>(ii) a caravan, tent or other place affording a person privacy or shelter;</p> <p>(b) which—</p> <p>(i) forms the curtilage of a building which is not a house or a group of buildings none of which is a house;</p> <p>(ii) forms a compound or other enclosure containing any such structure, works, plant or fixed machinery as is referred to in paragraph (a)(i) above;</p> <p>(iii) consists of land contiguous to and used for the purpose of a school; or</p> <p>(iv) comprises, in relation to a house or any of the places mentioned in paragraph (a)(ii) above, sufficient adjacent land to enable persons living there to have reasonable measures of privacy in that house or place and to ensure that their enjoyment of that house or place is not unreasonably disturbed.</p> <p>Following the path wrongly being given core path status a large amount of "hard-core" was laid along a part of the path which was wet, again without any consultation with the landowner or planning permission. This area was wet due to natural drainage and the result of laying the hard-core was the landowners' land, used for equestrian purposes and harvested as hay for winter feed, became badly flooded during the first spell of wet weather (see photo 1 attached). Following the substantial flooding of that area of land, grass never grew properly again, hay collection was never again an option so had to be bought in by the landowner for winter animal feed.</p>			



Reference	Name	Summary of Response	Suggested Modification and Reason	MLOAF Position	Further Consultation
LM01 cont.		<p>Because of these numerous shortcomings in the implementation of the Moray Local Access Strategy and the problems thus created, there is now a documented history of numerous other issues that have occurred, not least when the landowners had a horse badly spooked. This was caused by someone using the path wearing a brightly coloured jacket. When a horse is unused to people coming close a nervous reaction is not unusual, but in this instance one of the owners was knocked unconscious. The history includes flooding of property, security problems, damage to a vehicle, abuse from users of the path whilst walking through the owners' garden and which, because it is within the curtilage of the building, is a massive invasion of privacy. Sadly, further abusive remarks have occurred when a few people decided to use the proposed change of route which goes to show that such a change would still result in the same invasion of privacy.</p> <p>Despite the householders/landowners' numerous attempts to negotiate an alternative, they have been rebuffed each time. Negotiations included a joint financial offer with FES towards improvement, if required, of the nearby Bridle Path, which is also the preferred option of FES. This offer was made at a meeting on 19th June 2017 and which was chaired by local MSP Richard Lochhead. These rebuffs followed discussions/consultations, they were told, with the convenor of the LOAF. Unfortunately, there are no recent LOAF minutes or notes of these discussions available to offer further information as is stated in the Moray Local Outdoor Access Form – Resolution of Outdoor Access Disputes 2016. 5. Recording .....Written records will be kept of the procedure followed and the recommendation(s) given by the Forum. These records and other associated documents will be confidential to the Access Forum and the parties in dispute only. However the recommendation of the Access Forum will be publicly available within the general minutes of Forum meetings after all parties have been informed of the recommendation. Instead they have been threatened with either legal action or given the option of moving the path to the currently proposed route at a cost to them of £10,000 = £8,000 + VAT to bring the path up to the required standard. Strangely, the current proposal from the Moray Council is at the very minimal cost of FES removing a few branches and using two sleepers as a bridge. That seems very discriminatory.</p> <p>Moving the route of the path LMO1 to the other side of the fence as proposed will make no difference whatsoever to the flooding, which has been only partially alleviated, to the security and safety concerns and definitely not to the invasion of privacy problem. Furthermore, it appears that FES is being put, or has been put, under pressure to agree this proposal which seems rather undemocratic and the opposite of what one would expect under the term review/consultation. More hard-core could be laid in the future or further works could be undertaken with a negative impact as before. The Scottish Outdoor Access Code 2005 gives numerous examples of where access rights are not allowed but Part 2 at 2.11 is abundantly clear and is so obviously indicative of the situation in this instance.</p> <p>2.11 Access rights do not apply in the following places. • Land on which there is a house, caravan, tent or other place affording a person privacy or shelter, and sufficient adjacent land to enable those living there to have reasonable measures of privacy and to ensure that their enjoyment of the house or place is not unreasonably disturbed. The extent of this land may depend on the location and characteristics of the house (see paragraphs 3.13 to 3.17). The wooded area, which it is claimed the path allows access to, but more importantly in my view, to the paths network and CP18D, can be accessed from various places, including an access with adequate parking, so there is no real justification for claiming otherwise or that the access must be from this path. The proposed path is not the preferred option of FES who would prefer the Bridle Path to be the main access and were prepared to invest in helping with any improvements that may be required. As stated, Mr and Mrs Rose offered to match that amount.</p> <p>The email below was sent to Mr and Mrs Rose sometime after the meeting chaired by our local MSP at which the offers by FES and the landowners/ householders were made.</p> <p>It is patently obvious from the above that FES have been put under some form of pressure by Moray Council, or someone representing Moray Council, and have thereby been put in a difficult position where, because they would much prefer the Bridle Path to be used, they have ended up agreeing to the proposed track on the understanding that core path status is removed – but at that time, were being “pressed to revise this position”</p>			



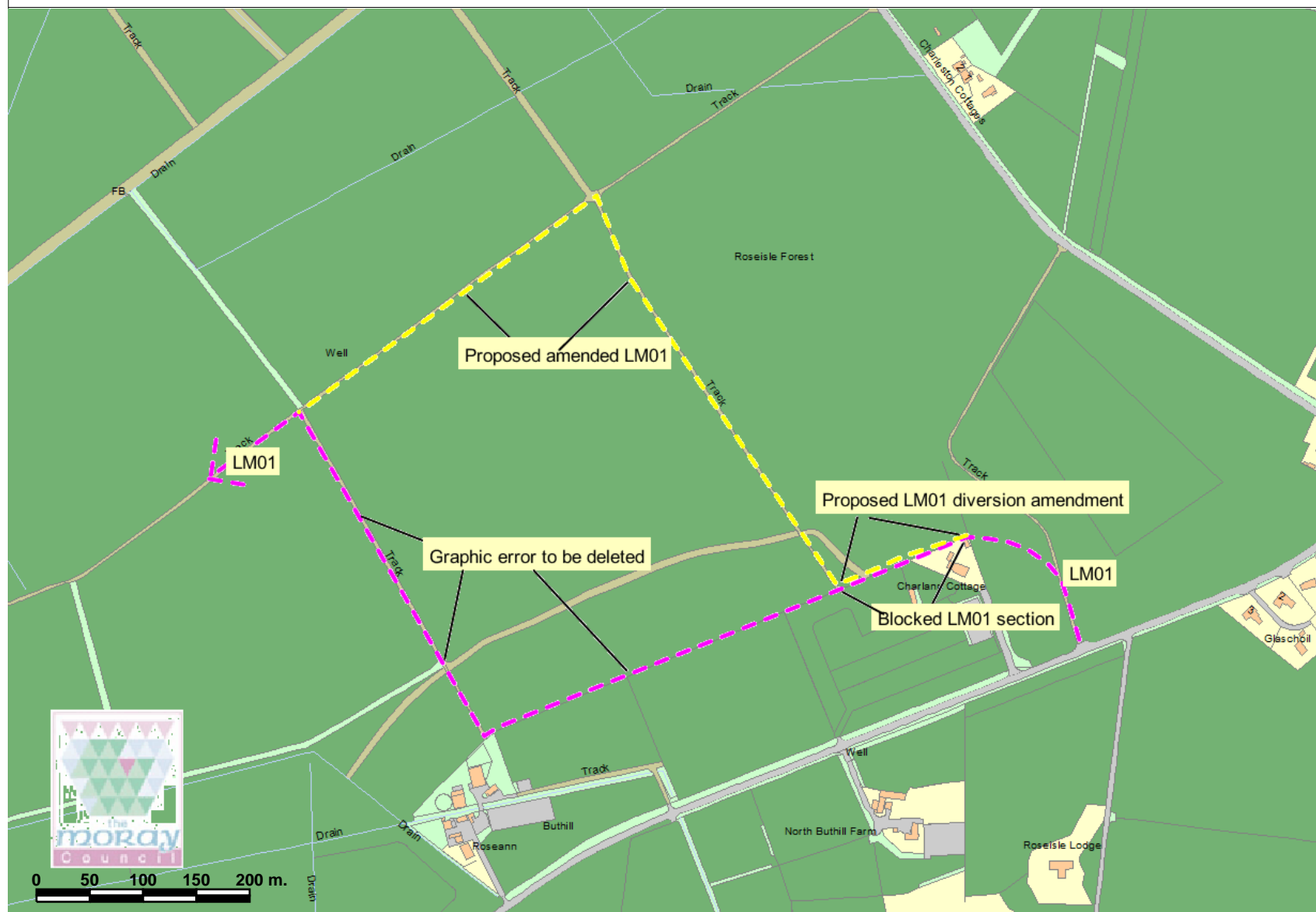
Reference	Name	Summary of Response	Suggested Modification and Reason	MLOAF Position	Further Consultation
LM01 cont.		<p>As stated earlier, there is another well used path in the area, the Bridle Path, which begins and ends at the same points as LMO1 would have reached had it been correctly mapped and, as stated by FES earlier, is the preferred option of FES as the access to the woods and would completely resolve the problems encountered by the householders/landowners. However, despite the householders/landowners and FES having been prepared earlier to invest in any upgrading required that may be deemed necessary for this path to be “suitable for all users”, which is precisely what a core path should actually be, (see below – Guiding Principles) this has been rejected out of hand by Moray Council. (Ironically, those who do walk the proposed route actually walk the Bridle Path either before or after walking this route to allow a circular walk!)</p> <p>Guiding Principles on core paths c. Routes should include, where possible, multi-user potential for walkers, cyclists and horse riders.</p> <p>There is also a further option (shown in blue on the map – not the link shown as leading from the bridle path to the corner of the landowners’ property which is the mistake referred to earlier). That would allow a walker to start from the same spot, walk slightly further on the preferred option (Bridle path) then link up with the original, but wrongly mapped route without invading the privacy of the occupants of the house and ensuring that no further detrimental actions are taken.</p> <p>I am currently in possession of a petition against LM01 being used containing 68 signatures, but which was deemed inadmissible. However, it shows the strength of feeling, that another 68 people from across Moray are against LM01 and wish the Bridle Path to be the main route. Because of the documented problems created by the imposition of this path the householders who reside in Charlann Cottage have been afraid to leave their house for any length of time. These problems, which the legislation is clear should never have arisen, have had a seriously detrimental effect on their health. (See attached letter from Mrs Rose’s GP). In my view, the Local Authority should work for all. However, this is not the case here where the views of a small number of people have over-ridden the views of the householders and FES and have ensured that the householders have continued to suffer from an invasion of privacy. One of the main reasons for building a house in a rural location is to enjoy the peace, tranquillity and privacy that provides. That has been completely lost in this instance. (See letter attached from GP). Furthermore, the Outdoor Access Code offers numerous reasons why no path should run in such close proximity to a person’s home.</p> <p>Lastly, I would make the point that any Local Authority should work for all of its residents not just a vocal few who are only interested in their own pursuits. Should those few voices be allowed to supersede the views, feelings and health of two local residents who have very quietly worked hard over many years to build up a successful local business which has obviously contributed to the economic development of the area but who are now denied the enjoyment of their house in retirement? This is a further reason why I object to LMO1 and the proposed change of route to the other side of a fence which makes no difference. LMO1 in any shape or form should be completely removed from the Core Paths Plan and the Bridle Path given core path status if a core path is really required</p>			
LM01	Charles Rose	<p>The disruption of people's privacy and life style who live and work in the areas where these paths are being proposed.</p> <p>The first Path was laid illegally in 2001 on the north side of this property and marked totally wrong on amended maps of 2011, and I question the legality of the new proposed route for LM01 as a new path and wish it removed and rerouted from the back of my sheds and buildings.</p>	No modification	Supports proposed amendment for LM01	None required
LM01	Fiona Fraser	<p>Looking at amendments for LM01, core path at Charlann Cottage Roseisle. I cannot see any advantage to adding another new path at the cost to the public, when there is a perfectly adequate paths in place at the moment. There is more than adequate access thru out the Roseisle woods at the moment for every type of activity, be it horse riding, biking or walkers. Why on earth would you want to spend public money &amp; waste grants on adding any other paths is beyond me.</p> <p>I would like confirmation that you have received my opinions voiced above, as I don't appear to be able to access an objection to Core Path LM01.</p>	No modification	Supports proposed amendment for LM01	None required

Reference	Name	Summary of Response	Suggested Modification and Reason	MLOAF Position	Further Consultation
LM01	Kerra Ingle	The path is on private land running through land used for home and equestrian purposes.	No modification	Supports proposed amendment for LM01	None required
LM01	Lynn McKenzie	This path is so dangerous I don't think a path should be that close to someone's property with horses , my son likes his walks and if anything happens and a horse bolted who is at fault , there are plenty other good paths there without having to disturb anyone.	No modification	Supports proposed amendment for LM01	None required
LM01	Martin Robert Taylor	"This path is too close to a house and is duplicated by a bigger path not far away	No modification	Supports proposed amendment for LM01	None required
LM01	Patricia McIntosh	I strongly object to path at north of property in Roseisle belonging to Mr/Mrs rose as an invasion of privacy and security problems!!	No modification	Supports proposed amendment for LM01	None required
LM01	Peter Reid	There should be NO core path in the position marked, passing the residence of Mr & Mrs Rose. I strongly disagree with core paths on a matter of principal; people seem to have a 'right to roam' attitude these days, and making dedicated paths for them will not stop them roaming elsewhere, so begs the question as to why bother in the first place? As far as I am aware the council do not have surplus funds for the making/upkeep of these paths? The fact that this path passes so close to a private residence is the height of ignorance on the part of walkers/council. Someone who wants to live in the town and have a pavement on their doorstep chooses too, the Rose's bought a plot for I presume 'peace & quiet' and now you propose a path right outside their window - it's disgusting, and I would like to see a path passing by a Council Members property in such close proximity? A total waste of money and invasion of privacy!!	No modification	Supports proposed amendment for LM01	None required
LM01	Robert Ritchie	Rather than create a new path why not improve the already established paths in and around Roseisle. There is enough paths and roads at Roseisle woods for the public to walk on to take this path through PRIVATE PROPERTY does not add up the council say they will be bankrupt in 2years so why waste money creating a new path.	No modification	Supports proposed amendment for LM01	None required
LM01	Robert Smillie	Why should there be a new core path alongside private property when there are plenty paths through the woods anyway what a waste of tax payers time and money. I am writing disappointed at your plans to make a core path alongside the roses property at Roseisle (LM01) I quite often go down with my grandkids to let them see the horses there and on more than one occasion walkers by themselves and with dogs pop up out of nowhere and the horse bolts. My grandkids now, as you may not be surprised will not go near the horses, can you not just block off this home-made path and let them use one of the other numerous paths that are through the woods Looking forward to your answer.	No modification	Supports proposed amendment for LM01	None required
LM01	RR Urquhart	<b>1. Initial establishment of path</b> A path was put in place immediately adjacent to the rear fence of the objectors' property in approximately 2002 by Burghead Footpaths Trust supported by Moray Council on ground assumed to be owned by the Forestry Commission with the introduction of hard standing. The immediate result of this was flooding into the objectors' property who objected at the time and continued to object strongly to the creation of the path and have continued to object since. It is accepted that there was no consultation with the objectors prior to the construction of this path. In 2011 the path at LMOI, including the section objected to, was designated as a ""core path"" by the Moray Council. It has been admitted in subsequent correspondence that there was no consultation with the objectors in connection with the adoption of the core path and, Moray Council had assumed that the owners were the Forestry Commission. The Core Path designation has always been inaccurate in any event as the route of LMOI appears to follow the northern boundary of the property, of which the section objected to forms part. It has been accepted this is not the case and there is no path along the whole northern boundary of the property (shown marked ""X"" - ""Y"" on the plan). The whole route of LMO1 is therefore brought into question as it is inaccurate and misleading in this area. <b>2. Safety issues</b> It is noted that the original path was constructed on land immediately adjacent to the objectors' house contrary to this	No modification	Supports proposed amendment for LM01	None required


Reference	Name	Summary of Response	Suggested Modification and Reason	MLOAF Position	Further Consultation
LMO1 Cont.		<p>terms of the Land Reform (Scotland) Act 2003. The path should not have been constructed in this location and should certainly not have been adopted as a Core Path irrespective of the ownership issue. There have been a number of recorded incidents involving the objectors' health and safety, including one occasion when a horse which they look after on their property reared up and knocked one of the objectors unconscious as a result of being surprised by the proximity of users of the path. Additional health and safety issues have arisen particularly as the objectors run a livery business immediately adjacent to the fence line and this has affected the commercial viability of the business they run.</p> <p>3. Title Position It has now been established beyond doubt that the "Core Path" as plotted on the Core Path plan adopted by Moray Council was, as a matter of undisputed fact, constructed within the objectors' heritable title with no consultation. The strategy in 2002 was that all landowners must be consulted and there was no effort to verify ownership or consult with the objectors. The objectors have now moved their fence to incorporate the ground on which the original path was constructed within their legal boundaries and there has been no dispute that the fence has been positioned in the correct place. The response from the Moray Council has been to construct an informal walking path a meter to the north which does not resolve any of the previous issues. Very recently local residents have undertaken work on this informal walking path advising that they had been told by the Council that the new path ""had already been accepted as a Core Path"" despite the proposed review. The incident was reported to the Police as the work would have resulted in potential damage to the objectors' property by blocking natural drainage. This path is not suitable given overhanging branches, trees and undergrowth to be adopted as a formal Core Path and, in any event it cannot be adopted as such as there has been no consultation carried out on its establishment in its new location. In addition, this path has only been created within the last 6-9 months and does therefore does not have the sufficient use qualification to establish continuing rights or a Core Path status. There are continuing issues with those using path in an intimidatory and threatening manner, including filming which has not been assisted by the Moray Council advising Community Groups already that the new path is accepted and will have Core Path status. This prejudices any Core Paths Plan review which is scheduled for early 2018. The view that a decision on the acceptance of the newly established walking path as a new Core Path has already been made is supported by an email attached from Stephen Cooper of 27<sup>th</sup> 11 March despite the review ongoing.</p> <p>4. Availability of alternative routes In an effort to resolve matters the objectors have negotiated tirelessly with many parties including the Forestry Commission to discuss the possibility of an alternative route and are clear that an alternative route does exist and can be established through land belonging to the Forestry Commission which would take the path away from the immediate vicinity of the objectors' property. The Forestry Commission proposed an alternative Core Path down the bridle path and the objectors even offered to contribute to the cost of this. This has never been accepted or fully explored by the Moray Council and the objectors would require this to be fully explored prior to any removal of their objection. The general response from the Council has been to threaten the objectors with legal action or to insist that the objectors pay up to £10,000 to create an entirely new path despite the initial fault lying with the Council.</p> <p>Personal cost to objectors: The objectors own personal safety as indicated above has been affected by the location of the "Core Path" and, their personal health and wellbeing had also been materially affected by the stress of this ongoing matter and the threatening nature of correspondence from Moray Council over a number of years despite their repeated and continuing objections. They feel strongly that their position as land owners has been ignored entirely and that any attempt by them to identify an acceptable alternative has been refused and dismissed. The objectors have been supported by their local MP and Councillors, but understand there is a strong vocal element who wish to impose their own position on the objectors.</p> <p>The objectors feel strongly that a balance between the rights and responsibilities of walkers and their own use and enjoyment of their property and business must be reached, but that the current approach</p>			

Reference	Name	Summary of Response	Suggested Modification and Reason	MLOAF Position	Further Consultation
LMO1 Cont.		has been confrontational and has entirely failed to address the objectors' concerns in any meaningful way. The objectors would wish matters to be reviewed by a reporter if their legitimate objections are not accepted and an alternative route adopted.			
LM01	Scott Ingle	I object to the core path as it runs too close to the property, it is an invasion on the house owners privacy, I can relate to the problem as I have a path running past my house, walkers and cyclist upset my dogs and startle my livestock, most people move to the country for a quiet life and to get away from people!!! Not to have people walking past their door step !!!	No modification	Supports proposed amendment for LM01	None required
LM01	Shona Maclellan	I do not feel this path is any more than a deer path! It is just not suitable for public walks, cycling, horse riding or any other activities and should remain as it is for nature to enjoy and not people.	No modification	Supports proposed amendment for LM01	None required
LM01	William Macphee	This track you are promoting is a future core path (LM01) is a danger to the public with exposed tree roots, low tree trunks, open ditches and running adjacent to electric fencing, I think this is a waste of tax payers money to pursue this as a path.	No modification	Supports proposed amendment for LM01	None required

# LM01 Amendment Proposals



## Legend

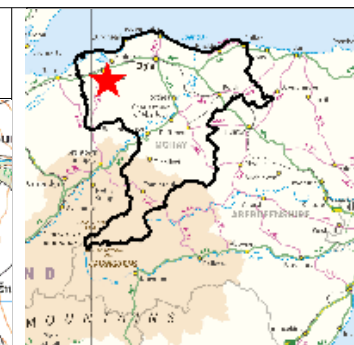
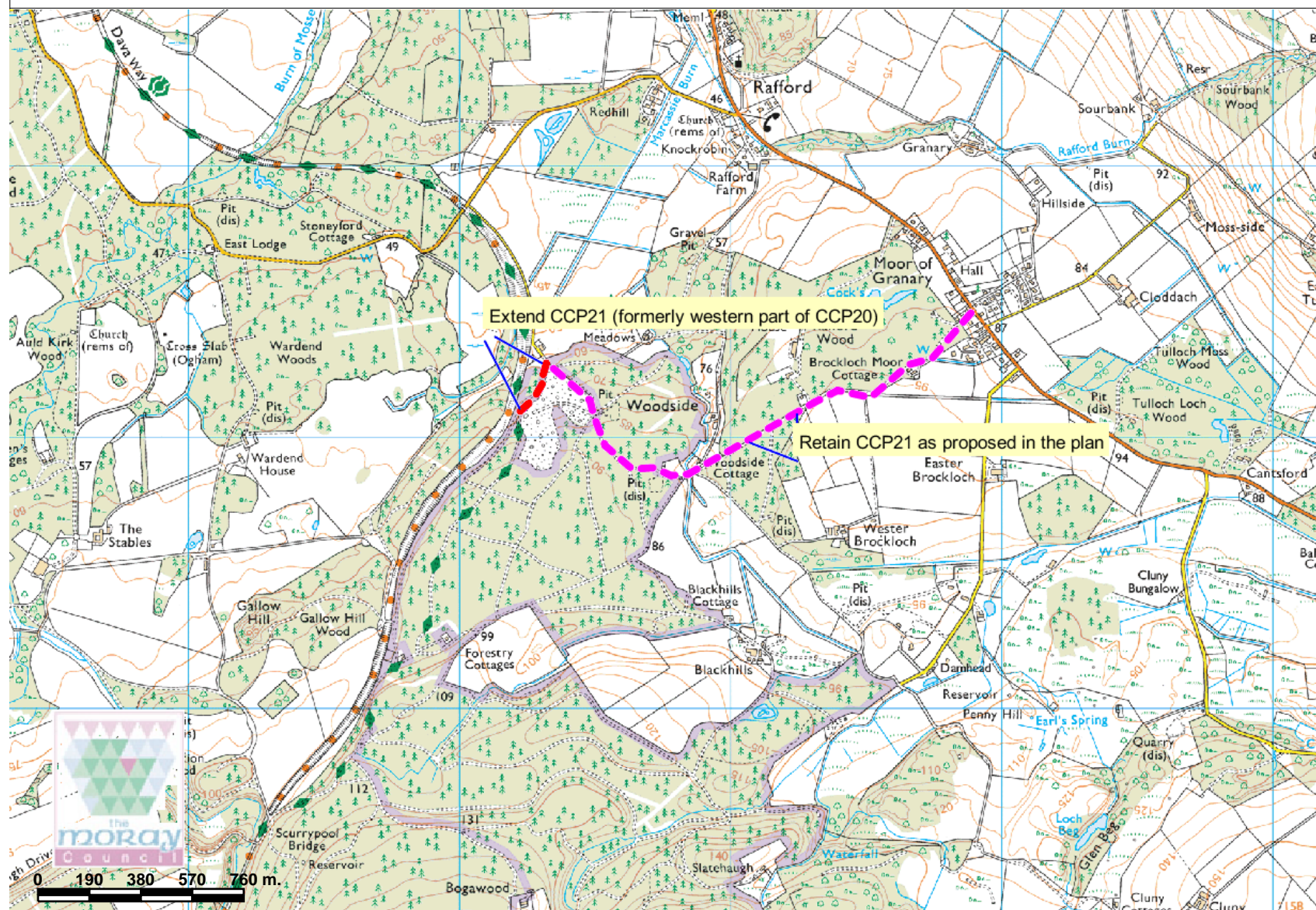
 Wards 2017 (Moray)




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# Proposed Core Path CCP21, Rafford



## Legend

 Wards 2017 (Moray)



Scale: 1:21,701



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Reference	Name	Summary of Response	MLOAF Position	Response and Proposed Plan Modification
LM01	Althea Forbes	Following a mapping error and the blocking of the path I am writing in support of the proposed core path designation to the north side of the boundary fence erected by Mr and Mrs Rose at Roseisle on path LMO1. Coming from a family of horse riders and walkers I consider it to be very important to maintain both the horse path and the core path which runs alongside the Rose's property, for the safety of both walkers and riders. Apart from the fact that the nearby horse path gets very churned up during the wetter months making it difficult to navigate on foot, from time to time, the fact that the route winds through the trees makes it difficult for both walkers and riders to see what is coming.  The blockage of the original core path has presented an access problem for me on a route I have walked for about twenty years and I would like to see the amended path designated as a core path so I can once again access Roseisle Forrest unhindered.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Carol Austin	As a regular visitor to College of Roseisle who has walked both the original Core Path and the new path which has developed alongside it, I strongly support the amendment to make footpath LM-01 the new Core Path. Yours faithfully	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	David Hetherington	I write to offer my wholehearted support to the amended Core Path LM-01 as shown on Map 4.  This proposed new route is the best alternative to the original footpath which was blocked some time ago. It is level underfoot with open views and provides a much more pleasant and safe walk than any of the alternatives which are either quagmires or dark and murky routes which have to be shared with the huge number of horses prevalent in this part of Moray.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	David Ingleby	Thank you for this opportunity to support the proposals regarding access to Roseisle Woods from Roseisle village. The proposals reinstate safe access for pedestrians and allow once more for the segregation of horses and travellers on foot. This point of access to the woods is well used by local people and visitors alike: this high level of use has continued despite the various obstacles that have been put in the way of users. The proposals will once again promote this valuable community amenity. The route suggested follows very closely the original pedestrian pathway - so much so that the existing Forestry Commission maps for public use will not even need updating. It has just been a pity that these very sensible and well thought out proposals have taken so long to reach this stage. I am writing this as a local resident who regularly uses the Roseisle Woods for recreational purposes and who enjoys its stunning natural beauty.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Derek/Fiona House	We note that in the above document there is a proposal to re-route path LM - 01. As regular visitors to friends at Roseisle we support this amendment which will ensure that the path which we have used remains available to the public. Derek & Fiona House	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Dora Aldridge	With regards to Core Path LM-01 on Map 4 of Roseisle and Burghead.  I would like to voice my support for the amended core path. This is an important Core Path link into the woods which gives access to all the other paths within the woods and eventually leads to the beach! My family live in Roseisle and when I regularly visit, my route through the forest utilises Core Path LM-01. I'd very much like to continue using this route.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	FES	FES welcome the correction made to the Core path at College of Roseisle which had caused confusion in the past.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	George Mackenzie	I feel that there is no need for this particular path as there is many others in the same area.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Gerrit Hetherington	On my frequent visits to College of Roseisle to see my parents I regularly walked the original Core Path until it was blocked by the adjoining property owners. From then I have regularly walked the new route (despite the verbal abuse!) that has developed parallel to the above path and I therefore fully support the proposal to make that informal route the new Core Path. It is the only logical route in this locality as it provides a level walk with pleasant open views. The alternative is to walk along the Bridleway which in places is a quagmire, not only that it can be dangerous as the horse-riders seem to think they can canter and gallop along that path oblivious to the possibility that walkers with or without dogs are also walking there.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Gwynne Hetherington	I am a resident who had daily walked the Core Path in question since we moved here in 2012 until that path was blocked, at which time I started walking the informal route which is proposed to become the new amended Core Path route LM-01. I therefore write to support the new route which is the only logical alternative route following as it does, as near as possible, the line of the original path.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Hilary Anderson	A safe route to walkers from Roseisle to Burghead without having to suffer abuse from residents.	Supports proposed amendment for LM01	<b>No Modification</b>

Reference	Name	Summary of Response	MLOAF Position	Response and Proposed Plan Modification
LM01	Isobel Esson	The Elgin 50plus walking group uses this path 2 to 3 times per year and it is very important that this be kept open; rather than share a bridle path. The group usually consists of 20-30 members walking (all over 60 years of age and some over 80) so sharing a bridle path could be very challenging.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	John Miller	I STRONGLY SUPPORT THE AMENDMENT	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Kate Clark	I support this amendment. The alternative "Promoted route" is a bridle path and impassable due to mud from horse use.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Lieselotte Franke	We would like to support the amended path LM-01 as we like to walk in the area and this is a convenient route to eventually reach Roseisle Beach.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Mary Purser	I am writing in support of the proposed amendment to core path	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Moir Clark	This is a long-standing and well-used path and I support the amendment.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Norman Kebell	<p>I write to fully support the establishment of this core path.</p> <p>This path replaces a path I and the local community have used for over twenty years and is the point of access for the Roseisle/Buthill and district community to the forestry walks in the area including walking access to the Roseisle/Burghead beaches. Environmentally this negates the use of vehicle use for the community to access the forestry walks.</p> <p>The only other access is a path created some twenty years ago in order to separate horse and pony users access from walker access as the core path was not suitable for both.</p> <p>Due to constant use of this alternative path by horses and ponies the path is not suitable for walkers. The reasons being; the path gets very cut up becoming muddy, boggy and slippery for walkers. This makes it particularly unsuitable for the elderly or those somewhat unsteady or not confident on their feet, due to the twisty nature of this path horses and ponies can come across walkers quite suddenly which can lead to the possibility of an accident. Unlike the main straight paths walkers do not have the opportunity to put dogs on leads or for the riders to take evasive action again leading to a risk of an accident.(there has already been a horse fatality and human near miss due to an out of control dog in the area) It is vital therefore that an accessible path is created to replace the blocked core path and both paths are clearly signposted.</p> <p>I am aware that the occupants of the dwelling adjoining the path have concerns regarding their horses. I have walked the blocked path and the temporary path many times and have never observed the horses demonstrate anything bar a mild interest. I have horses and know that they very quickly become accustomed to walkers in the vicinity. I note that the occupiers have planted fast growing conifers along the path which will quickly provide a further screening to walkers.</p>	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Pamela Dale	"Route LMO1 - I am now very happy with the amended core path on the north side of the new boundary fence alongside the Roses property. This is as close to the original route through the forest I have used for the past 12 years and is far safer than using the bridle path which is used on a regular basis by many more horse riders than ever before.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Pamela Ingleby	I fully support the proposed amended core path. The many pedestrians who walk from Roseisle Village into Roseisle Forest need safe access without having to either walk along the main road which does not have a pavement or use the bridle path where they risk encountering galloping horses. The proposed route runs parallel to the old core path which has been barricaded off for some time. Local residents have been using this as the most sensible way to enter and leave the woods. As it is a relatively straight route with very little natural obstacles in the way it should be an easy path to create at minimum cost. I hope the proposed new core path is approved and created as soon as possible.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Paul & Susan Hammond	We strongly support the proposed amendment LM01 on map 4 (Burghead) in the Core Path Plan Review. A lovely circular walk has been spoiled by one selfish local household. In Scotland there is the right to ramble I wonder why these selfish souls think but not past my house! We have lived here in Roseisle for almost 11 years and until the footpath was blocked off I used it regularly when walking my dogs. To be told to walk actually through the wood is rather rude when these householders knew the path had been in use by many people for a very long number of years.	Supports proposed amendment for LM01	<b>No Modification</b>
LM01	Peter John Dale	Route LM01- I would prefer the original path replaced ideally, however next to the original would be ideal. I use the core path to stop me having to use main roads and bridle paths whilst on my bike. The Roses constant intimidating behaviour and their total disregard for the law is beyond reproach. I am totally dismayed the authorities have allowed this situation to get to where it is now. Please reinstate this core path as soon as possible. Many thanks for this opportunity.	Supports proposed amendment for LM01	<b>No Modification</b>



Reference	Name	Summary of Response	MLOAF Position	Response and Proposed Plan Modification
LM01	Robert Clough	Myself and my wife are frequent visitors to the area and we used to walk the old core path on many occasions until it was blocked. Since then we have walked this new route and therefore we support this amendment.	Supports proposed amendment for LM01	<b><i>No Modification</i></b>
LM01	Susan Bedford	Having been unable to use the woods near my house for months due to the ongoing dispute regarding the core path I really welcome a solution to this problem that lets members of the community use the woods in a safe and hassle free manner.	Supports proposed amendment for LM01	<b><i>No Modification</i></b>
LM01	Vaila Boswell	I am a very frequent visitor to Roseisle and I wish to register my support for the amendment LM-01 on Map 4 on the Review documents. I have walked both the original Core Path and the new path that has arisen next to it and in my opinion the proposed new Core Path is the best option. It will provide a good, clean path suitable for walkers to gain access to the wider woodlands which are a great asset to that part of Moray.	Supports proposed amendment for LM01	<b><i>No Modification</i></b>
LM01	William Bower	I support the proposed amendment to the core path.	Supports proposed amendment for LM01	<b><i>No Modification</i></b>
LM01	William Forrest	I write in support of the new core path LM01. There is no core path for those living in the Buthill and surrounding area and this new path may prevent vehicle access and facilitate more walking in the countryside. There is an increasing need for paths in this area that allow paths for horse riding and those just for walkers. Dual use can be dangerous for riders and walkers. This may seem like a small issue in the scheme of things, but it would be an improvement.	Supports proposed amendment for LM01	<b><i>No Modification</i></b>






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**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 19 FEBRUARY 2019**

**SUBJECT: NORTH EAST LOCAL FLOOD RISK MANAGEMENT PLAN  
INTERIM REPORT**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT,  
PLANNING & INFRASTRUCTURE)**

**1. REASON FOR REPORT**

- 1.1 To ask Committee to ratify the Local Flood Risk Management Plan Interim Report for the North East Local Plan District.
- 1.2 This report is submitted to Committee in terms of Section III (F) (19) of the Council's Scheme of Administration relating to the Flood Risk Management (Scotland) Act 2009.

**2. RECOMMENDATION**

- 2.1 **It is recommended that Committee ratify the Interim Report for the North East Local Plan District, under Section 37 of the Flood Risk Management (Scotland) Act 2009, as agreed by this Committee on 4 December 2018 (para 11 of the draft Minute refers).**

**3. BACKGROUND**

- 3.1 On 3 May 2016 a meeting of this Committee agreed the Local Flood Risk Management Plans for the North East Local Plan District and the Findhorn, Nairn and Speyside Local Plan District (paragraphs 6 and 7 of the Minute refer).
- 3.2 Under Section 37 of The Flood Risk Management (Scotland) Act 2009 the lead authority is required to undertake a review of the Plan and publish a report on the conclusions of the review. This report must include information on the progress that has been made towards implementing the measures identified in the Plan. This review must be undertaken not less than two years or more than three years after publishing the Plan, i.e. between June 2018 and June 2019.
- 3.3 On 4 December 2018 a meeting of this Committee agreed the Interim Report for the Findhorn, Nairn and Speyside Local Plan District, for which Moray is the Lead Authority. Extracts that relate to Moray from the Interim Report for the North East Local Plan District, for which Aberdeenshire Council is the

Lead Authority were also agreed at this meeting (paragraph 11 of the draft Minute refers). It was also agreed that the full Interim Report for the North East Local Plan District would be submitted to a future meeting of this Committee to be ratified. A full copy of this report is available electronically on the Committee Management System (CMIS) at <https://moray.cmis.uk.com/moray/CouncilandGovernance/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/232/Committee/9/Default.aspx>. Extracts for the North East Plan relevant to Moray are provided in **APPENDIX 1**.

#### **4. SUMMARY OF IMPLICATIONS**

**(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

Flood Risk Management is a key priority in the 10 year plan “Building a better future for our children and young people in Moray.”

**(b) Policy and Legal**

The Interim Report is a statutory requirement under Section 37 of the Flood Risk Management (Scotland) Act 2009.

**(c) Financial implications**

There are no financial implications associated with this report.

**(d) Risk Implications**

There are no risks associated with the recommendations in this report.

**(e) Staffing Implications**

There are no staffing implications associated with the recommendations in this report.

**(f) Property**

There are no property implications associated with the recommendations in this report.

**(g) Equalities/Socio Economic Impact**

An Equalities Impact Assessment is not needed because the recommendations in this report do not impact on people.

**(h) Consultations**

Legal Services Manager (Property and Contracts), P Connor, Principal Accountant, Lissa Rowan, Committee Services Officer and the Equal Opportunities Officer have been consulted and comments have been taken into account.

## **5. CONCLUSION**

- 5.1 The Interim Report for the North East Local Plan District is provided on CMIS. This report will be published by Aberdeenshire Council in March 2019.**

Author of Report: Debbie Halliday, Consultancy Manager

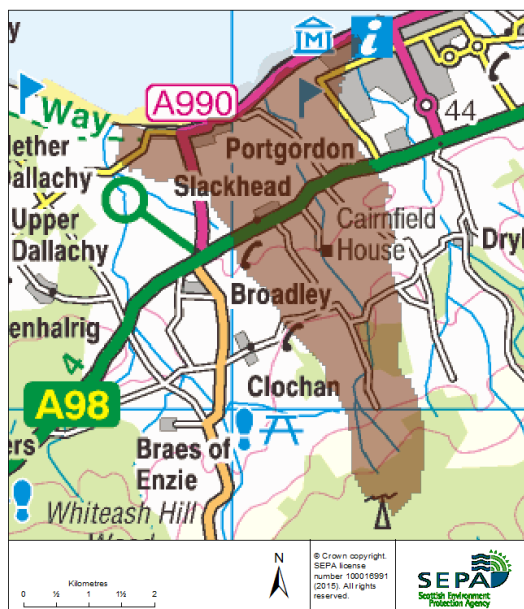
Background Papers: None

Ref:



## Portgordon (Potentially Vulnerable Area 06/01)

Local Plan District	Local authority	Main catchment
North East	Moray Council	Banff Coast



### Summary of Progress for Portgordon

There are fewer than 10 residential and non-residential properties at risk of flooding in this PVA. The Annual Average Damages are approximately £8,500. The majority of these damages are attributed to surface water flooding, however, it is recognised that wave overtopping causes flooding to a number of properties in Portgordon and Buckie.

Since the NELFRMP was published in May 2016, a flood protection study has been undertaken for Portgordon. The findings of this study will be taken forward for consideration in the NELFRMP for Cycle 2. A high level Surface Water Management Plan has been undertaken for Moray, in which Buckie is a priority area. Any actions to mitigate flooding identified in this Plan will be taken forward for consideration in Cycle 2.

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## Overview of actions to manage flooding in Portgordon

PVA	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
06/01				X		X	X		X	X			X	X	X		X	X

## Summary of progress of actions to manage flood risk in Portgordon (PVA 06/01)

Action	Status (Red; Amber; Green)	Description	Delivery Lead	Planned Dates	Progress in Delivery, including key deliverables and dates	Revised dates and planned actions to complete / address delay
<b>Flood protection study</b>	<b>G</b>	Flood study for Portgordon to investigate coastal flooding, including wave action.	Moray Council	2019	The flood study for Portgordon is complete.	No further action required.
<b>Surface water plan/study</b>	<b>G</b>	Surface Water Management Plan for the Portgordon/Buckie area will be developed by Moray Council.	Moray Council	2019	A high level Surface Water Management Plan was completed in 2017.	Additional investigation will be undertaken in identified hotspots.
<b>Strategic mapping and modelling</b>	<b>A</b>	SEPA will be seeking to develop the flood hazard mapping in the Banff to Lossiemouth area to improve understanding of the coastal flood	SEPA	2018	Following the establishment of a coastal flood hazard map development framework	It is intended to complete this action in 2019.



		risk.			<p>and characterisation of the coastline, several projects are currently underway at this location:</p> <ul style="list-style-type: none"> <li>• Development of a national coastal joint probability dataset;</li> <li>• Update to the UK design extreme sea level dataset;</li> <li>• Coastal modelling and mapping project for north-east Scotland.</li> </ul> <p>These projects will collectively enable the revision of flood mapping for the coastline from Scrabster to Arbroath including the Orkney Islands.</p>	
<b>Strategic mapping and modelling</b>	<b>G</b>	Scottish Water will undertake modelling of the Buckie sewer catchment.	Scottish Water	2019	The Scottish Water assessment of flood risk within the sewer catchment has been completed. The assessment helps to improve knowledge and understanding of surface water flood risk	Not Applicable.
<b>Maintain flood</b>	<b>G</b>	SEPA will Continue to maintain the	SEPA	Ongoing	SEPA has continued to	SEPA will continue to

<b>warning</b>		'Portgordon to Cullen' flood warning area which is part of the Moray Firth coastal flood warning scheme			operate the flood warning service	operate the flood warning service.
<b>Flood forecasting</b>	<b>G</b>	The Scottish Flood Forecasting Service is a joint initiative between SEPA and the Met Office that produces daily, national flood guidance statements which are issued to Category 1 and 2 Responders. The flood guidance statements provide an assessment of the risk of flooding for a five day period allowing responders time to put preparations in place to reduce the impact of flooding.	SEPA	Ongoing	SEPA continues to provide flood forecasting.	
<b>Self help</b>	<b>A</b>	Everyone is responsible for protecting themselves and their property from flooding. Property and business owners can take simple steps to reduce damage and disruption to their homes and businesses should flooding happen. This includes preparing a flood plan and flood kit, installing property level protection, signing up to Floodline and Resilient Communities initiatives, and ensuring that properties and businesses are insured against flood damage.	Property owners	Ongoing	SEPA continues to assist members of the public to sign up to Floodline.  Moray Council has not received any requests for assistance from property owners in this area.	
<b>Awareness raising</b>	<b>G</b>	Moray Council will seek opportunities to raise awareness of flood risk and actions that prepare individuals, homes and businesses as described in	Responsible Authorities	Ongoing	SEPA's principle awareness raising approaches have been through: 1. Direct campaigning and	SEPA will continue to raise awareness of flood risk through direct campaigning, general awareness raising,

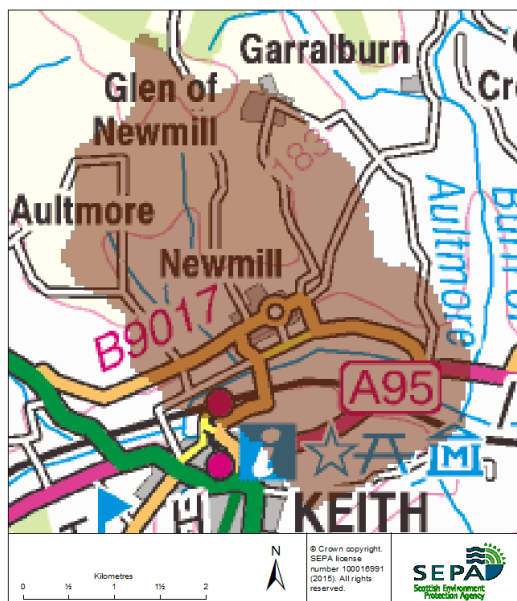
		the Act.			<p>general awareness raising. 2. Education and tools. 3. Partnership delivery development.</p> <p>Moray Council has consulted with the public in relation to the Portgordon Flood Protection Study.</p>	<p>developing education and engagement tools, creating new partnerships and improving its flood forecasting and warning services (e.g. Scottish Flood Forecasting Service and Floodline). This will continue with many of the actions reported for the interim progress summary. Further information is contained within SEPA's Flood Warning Development Framework, published in 2017 and for the period 2017 to 2021.</p> <p>Raising Awareness will form part of each of the 3 key themes identified:</p> <ul style="list-style-type: none"> <li>• Aim 1: Maintenance of existing and delivery of new flood warning schemes.</li> <li>• Aim 2: Development and innovation.</li> <li>• Aim 3: Engagement with partners and customers.</li> </ul> <p>Moray Council will undertake additional awareness raising activities</p>
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						as and when required.
<b>Maintenance</b>	<b>G</b>	Local authorities have a duty to assess watercourses and carry out clearance and repair works where such works would substantially reduce flood risk. Moray Council has a schedule of clearance and repair, which identifies routine maintenance and repairs to address areas known to be at risk of flooding.	Moray Council, asset / land managers	Ongoing	Moray Council inspects flood management assets within its region according to an inspection schedule. This schedule is reviewed annually to ensure resources are targeted at the areas at greatest risk.	Moray Council will continue with its programme of clearance and repair work, which is reviewed annually.
<b>Emergency plans/response</b>	<b>G</b>	Providing an emergency response to flooding is the responsibility of many organisations, including local authorities, the emergency services and SEPA.	Category 1 and 2 Responders	Ongoing	SEPA continues to support emergency planning.  Moray Council Emergency Planners have in place and maintain Emergency Plans for all contingencies	Moray Council's emergency plan is reviewed and updated when required.
<b>Planning Policy</b>	<b>G</b>	Scottish Planning Policy and accompanying Planning Advice Notes set out Scottish Ministers' priorities for the operation of the planning system and for the development and use of land in terms of flood risk management.	Planning Authority	Ongoing	Moray Council, as a Planning Authority, ensures that new developments satisfy relevant guidance and policies on flooding and drainage.	Continue to consider flood risk when determining planning applications. Ensure final version of emerging 2020 Local Plan maintains robust policy to avoid new development in areas that are at risk of flooding or would increase flood risk elsewhere, and encourages the most sustainable approach to managing surface water.

- **GREEN** – Action has been delivered or is on time and cost;
- **AMBER** – Action delayed or above cost but will be delivered with Plan cycle
- **RED** – Action delayed or above cost and at risk of not being delivered with Plan cycle

## Newmill (Potentially Vulnerable Area 06/06)

Local Plan District	Local authority	Main catchment
North East	Moray Council	River Deveron



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### Summary of Progress for Newmill

There are approximately 13 residential and fewer than 10 non-residential properties at risk of flooding. The Annual Average Damages are approximately £24,000. These damages are evenly distributed between surface water and river flooding.

Since the NELFRMP was published in May 2016, a flood protection scheme for Newmill has been constructed and this scheme is now operational. This scheme provides protection from surface water runoff to eighteen properties that were previously at risk of flooding. A high level Surface Water Management Plan has been undertaken for Moray, in which Keith is a priority area. Any actions to mitigate flooding identified in this plan will be taken forward for consideration in Cycle 2.

## Overview of actions to manage flooding in Newmill

PVA	Flood protections scheme/works	Natural flood management works	New flood warning	Flood protection study	Natural flood management study	Surface water plan/study	Strategic mapping and modelling	Maintain flood protection scheme*	Maintain flood warning	Flood forecasting	Property level protection scheme	Community flood action groups	Self help	Awareness raising	Maintenance	Site protection plans	Emergency plans/response	Planning policies
06/06	x					x	x	x	x	x			x	x	x		x	x

## Summary of progress of actions to manage flood risk in Newmill (PVA 06/06)

Action	Status (Red; Amber; Green)	Description	Delivery Lead	Planned Dates	Progress in Delivery, including key deliverables and dates	Revised dates and planned actions to complete / address delay
<b>Flood protection Scheme</b>	<b>G</b>	Moray Council will construct a flood protection scheme in Newmill to address surface water flooding issues. The scheme includes a network of ditches, a cascade, flood walls and a replacement bridge.	Moray Council	2016 - 2021	The Newmill Flood Protection Scheme was completed in December 2016 and is now operational.	No further action required.
<b>Surface water plan/study</b>	<b>G</b>	Moray Council is developing a Surface Water Management Plan for the Keith/Newmill area.	Moray Council	2019	Moray Council completed a Surface Water Management Plan for Keith / Newmill in 2017.	Actions identified in the Surface Water Management Plan will be taken forward for inclusion in the LFRMP for Cycle 2.

<b>Strategic mapping and modelling</b>	<b>G</b>	Scottish Water will undertake modelling of the Keith sewer catchment.	Scottish Water	2020	The Scottish Water assessment of flood risk within the sewer catchment has started. The assessment will improve knowledge and understanding of surface water flood risk.	On track to deliver within agreed LFRMP timescales.
<b>Maintain Flood Protection Scheme</b>	<b>G</b>	Moray Council will continue to maintain the Newmill Flood Protection Scheme, including Phase 2, once completed.	Moray Council	Ongoing	Moray Council has continued to maintain the Newmill Flood Protection Scheme. Phase 2 was included in January 2017.	Moray Council will continue to maintain this scheme.
<b>Maintain flood warning</b>	<b>G</b>	SEPA will continue to maintain the 'Keith' flood warning area which is on the River Isla and forms part of the Deveron River flood warning scheme	SEPA	Ongoing	SEPA has continued to operate the flood warning service	SEPA will continue to operate the flood warning service.
<b>Flood forecasting</b>	<b>G</b>	The Scottish Flood Forecasting Service is a joint initiative between SEPA and the Met Office that produces daily, national flood guidance statements which are issued to Category 1 and 2 Responders. The flood guidance statements provide an assessment of the risk of flooding for a five day period allowing responders time to put preparations in place to reduce the impact of flooding.	SEPA	Ongoing	SEPA continues to provide flood forecasting.	
<b>Community Flood Action Group</b>	<b>G</b>	Newmill Community Association has worked with Moray Council, and	Community	Ongoing	Newmill Community Association and Moray	<b>Moray Council will continue to work with this group on</b>



		tenants to reduce the impact of surface water flooding.			Council worked together to keep local residents informed during the construction of the Newmill Flood Protection Scheme	request.
<b>Self help</b>	<b>A</b>	Everyone is responsible for protecting themselves and their property from flooding. Property and business owners can take simple steps to reduce damage and disruption to their homes and businesses should flooding happen. This includes preparing a flood plan and flood kit, installing property level protection, signing up to Floodline and Resilient Communities initiatives, and ensuring that properties and businesses are insured against flood damage.	-Property owners	Ongoing	SEPA continues to assist members of the public to sign up to Floodline.  Moray Council has not received any requests for assistance from property owners in this area.	
<b>Awareness raising</b>	<b>G</b>	Moray Council will seek opportunities to raise awareness of flood risk and actions that prepare individuals, homes and businesses as described in the Act.	Responsible Authorities	Ongoing	SEPA's principle awareness raising approaches have been through: 1. Direct campaigning and general awareness raising. 2. Education and tools. 3. Partnership delivery development.  Newmill Community Association and Moray Council worked together to keep local residents	SEPA will continue to raise awareness of flood risk through direct campaigning, general awareness raising, developing education and engagement tools, creating new partnerships and improving its flood forecasting and warning services (e.g. Scottish Flood Forecasting Service and Floodline). This will continue with many of the

					informed during the construction of the Newmill Flood Protection Scheme	<p>actions reported for the interim progress summary. Further information is contained within SEPA's Flood Warning Development Framework, published in 2017 and for the period 2017 to 2021.</p> <p>Raising Awareness will form part of each of the 3 key themes identified:</p> <ul style="list-style-type: none"> <li>• Aim 1: Maintenance of existing and delivery of new flood warning schemes.</li> <li>• Aim 2: Development and innovation.</li> <li>• Aim 3: Engagement with partners and customers.</li> </ul> <p>Moray Council will undertake additional awareness raising activities as and when required.</p>
<b>Maintenance</b>	<b>G</b>	Local authorities have a duty to assess watercourses and carry out clearance and repair works where such works would substantially reduce flood risk. Moray Council has a schedule of clearance and repair, which identifies routine maintenance and repairs to address areas known to be at risk of	Moray Council, asset / land managers	Ongoing	Moray Council inspects flood management assets within its region according to an inspection schedule. This schedule is reviewed annually to ensure resources are targeted at the areas at greatest risk.	Moray Council will continue with its programme of clearance and repair work, which is reviewed annually.

		flooding.				
<b>Emergency plans/response</b>	<b>G</b>	Providing an emergency response to flooding is the responsibility of many organisations, including local authorities, the emergency services and SEPA.	Category 1 and 2 Responders	Ongoing	SEPA continues to support emergency planning.  Moray Council Emergency Planners have in place and maintain Emergency Plans for all contingencies	Moray Council's emergency plan is reviewed and updated when required.
<b>Planning Policy</b>	<b>G</b>	Scottish Planning Policy and accompanying Planning Advice Notes set out Scottish Ministers' priorities for the operation of the planning system and for the development and use of land in terms of flood risk management.	Planning Authority	Ongoing	Moray Council, as a Planning Authority, ensures that new developments satisfy relevant guidance and policies on flooding and drainage.	Continue to consider flood risk when determining planning applications. Ensure final version of emerging 2020 Local Plan maintains robust policy to avoid new development in areas that are at risk of flooding or would increase flood risk elsewhere, and encourages the most sustainable approach to managing surface water.

- **GREEN** – Action has been delivered or is on time and cost;
- **AMBER** – Action delayed or above cost but will be delivered with Plan cycle
- **RED** – Action delayed or above cost and at risk of not being delivered with Plan cycle






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**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE 19 FEBRUARY 2019**

**SUBJECT: MORAY TOWN CENTRE HEALTH CHECKS 2018**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT,  
PLANNING AND INFRASTRUCTURE)**

## **1. REASON FOR REPORT**

- 1.1 To report the key findings of the Moray Town Centre Health Check 2018 and to note that the Planning and Regulatory Services Committee on 18 December 2018 agreed that the Moray Town Centre Health Check Report 2018 will be a material consideration in future retail planning policy and planning application decision making.
- 1.2 This report is submitted to Committee in terms of Section III (F) (2) of the Council's Scheme of Administration relating to exercising the statutory functions of the Council in relation to economic development.

## **2. RECOMMENDATION**

**2.1 It is recommended that the Committee agree to consider and note:**

- i) the findings of the Moray Town Centre Health Checks Report 2018;**
- ii) that the Town Centre Health Check Report 2018 will be published on the Planning and Development website pages; and**
- iii) that the Town Centre Health Checks Report 2018 has been adopted by the Planning and Regulatory Services Committee as a material consideration in future retail planning policy and planning application decision making and to the publication of the report.**

## **3. BACKGROUND**

- 3.1 Scottish Planning Policy (SPP) indicates the importance of assessing the performance of town centres through health checks. SPP sets out a range of indicators that may be relevant. Paragraph 64 of SPP states the purpose of the health check is to "assess a town centre's strengths, vitality and viability,

weaknesses and resilience to inform development plans and decisions on planning applications. Health checks should be regularly updated, to monitor town centre performance, preferably every two years.”

3.2 A Town Centre Health Check Framework was developed in 2010 in conjunction with Hargest Planning Ltd and has been used to prepare biennial health checks since 2010. Assessments are undertaken in town centres of Elgin, Forres, Keith, Buckie, and Lossiemouth. The Edgar Road area of Elgin is also assessed. Limited audits were also undertaken in Aberlour, Dufftown, Fochabers, and Rothes.

3.3 The Town Centre Health Check Data will:

- Provide an evidence base for use in other studies and strategies;
- Support the preparation and implementation of the Local Development Plan and economic development policies; and
- Provide a baseline for assessing the impacts of proposed retail development proposals.

3.4 The principal sources of information used are as follows:

- Field surveys undertaken during June 2018 to record the occupier of units and the type of use (Space in Use Survey). The survey of an individual town is completed in a single day.
- Review of Regional Assessor information on floor space.
- Pedestrian flow surveys undertaken in the last week in June 2018.

This information is then analysed and assessed against the vitality and viability indicators discussed below.

3.5 The vitality and viability indicators assessed in the Moray Town Centre Health Check Report 2018 include the following:

- Pedestrian flow
- Diversity of uses
- Vacancy rates
- Retailer representation

3.6 Retailer intentions, rate and yield data, consumer surveys and turnover indicators have not been monitored due to the scale and cost of undertaking the survey, the need for specialist consultants and the lack of response in previous studies.

#### **4. MORAY TOWN CENTRE HEALTH CHECK 2018**

4.1 The summary below relates to the key findings of the Town Centre Health Check but does not provide a commentary on all the indicators measured. A copy of the full Health Check is included at **Appendix 1**.

##### **ELGIN**

4.2 Comparison retailing (i.e. clothes, gifts, furniture, chemists etc.) continues to be the dominant use within Elgin town centre, with leisure uses (i.e. restaurants, cafes, pubs, sports etc.) also making up a large proportion of

units. Convenience retailers (i.e. supermarkets, butchers, newsagents etc.) continue to occupy significant floor areas due to large units such as Tesco, Aldi and Marks and Spencer. The town centre has a good mix of independent and national retailers with just over a third of retailers in the town centre being national multiple retailers. The most notable change in 2018 has been the reduction of vacancies on Batchen Street where a number of independent retailers have occupied previously vacant units. At the time of the survey there was only one vacant unit on Batchen Street and this has now been occupied by Against the Grain.

- 4.3 There has been a notable decrease in vacancies across the town centre suggesting continued confidence in the town centre as a location to do business. The number of vacant units has decreased by 11 units to 25 since 2016, giving a vacancy rate of 10%. 10% is the average generally used in Scotland to indicate the relative health of a town centre. Despite the general improvement in vacancies it is noted that vacant units within the St Giles Centre have continued to increase. Seven units were recorded vacant in 2018 within St Giles Centre compared to three in 2016.
- 4.4 Footfall has generally increased across the town centre with the exception being in the east end of the High Street where the average hourly pedestrian flow decreased by 72 pedestrians/hour. A similar level of decrease was found at the same location in 2016.

## **EDGAR ROAD**

- 4.5 The Edgar Road area of Elgin continues to provide a significant concentration of comparison retailing, with a large proportion (88%) of this being national multiple retailers. Vacancies have increased since 2016 by two units. The majority of vacancies continue to be within the Elgin Retail Park where Topps Tiles closed and there are four units that have never been occupied. There were substantial increases in the average hourly pedestrian flow at Springfield Retail Park with this having increased by 170 pedestrians/hour since 2016. The average footfall at Edgar Road is 38% of the average found at the Plainstones in Elgin but significantly higher than other count locations within the town centre. Footfall has consistently increased at Edgar Road since 2012 however 2018 saw a particularly substantial increase compared to other years, part of which could be due to the exceptionally sunny weather.

## **FORRES**

- 4.6 Comparison retailing and retail services are the dominant use within Forres town centre but leisure uses also make a significant contribution. Retail service (i.e. salons, post office, dry cleaners etc.) uses have increased by six in comparison to 2016. The number of vacant units has decreased from nine units in 2016 to three giving a vacancy rate of 3%. Whilst there has been a reduction in vacant retail units there are many non-retail units including the former Royal Bank of Scotland that are vacant. The condition of some of these, particularly the longer term vacancies, has a negative impact on perceptions of the town centre. Footfall increased at both count locations in comparison to 2016.



## KEITH

- 4.7 In 2016 Keith had shown improved signs of vitality and viability however the 2018 survey showed vacancy levels similar to 2012 and lower footfall on Mid Street. Vacancies increased from five units in 2016 to nine in 2018 giving a vacancy rate of 11.2%. New vacancies have included long established local furniture retail Third Brothers, Be So Crafty, The Cozy Neuk and Happy Cones. Whilst vacancies have increased there are some new occupiers particularly in the Leisure and Retail Services categories. Footfall on Mid Street fell from an average of 180 per hour in 2016 to 165 in 2018. Footfall has fallen at this location on each survey year since recording started in 2010.

## BUCKIE

- 4.8 In 2016 Buckie had performed relatively well however vacancies increased by two units in 2018 giving a vacancy rate of 12.3%. Closure of long established local retailer Cruickshanks, which occupied a large unit, has resulted in a significant increase in vacant floor space. New occupiers have tended to be within the Retail Services category with a new barber and tattoo shop opening. Bank closures have also impacted on the town centre. Average hourly footfall fell slightly on the High Street but increased at East Church Street by an average of 82 pedestrians/hour.

## LOSSIEMOUTH

- 4.9 Leisure continues to be the dominant use in Lossiemouth and there has been an increase in Retail Service uses. Vacancies have decreased by one, and the vacancy rate is now 9.2%. The average hourly pedestrian flow decreased significantly at both locations. It is unclear why such a big drop occurred and the 2020 survey will help to determine if this is an anomaly or a trend.

## SMALLER SETTLEMENTS (ABERLOUR, DUFFTOWN, FOCHABERS AND ROTHES)

- 4.10 A significant proportion of the uses in all towns are Leisure Services (pubs, cafes, restaurants, hotels, sports facilities etc.), with Comparison and Retail Services also contributing to the mix. Vacancies rates in Aberlour, Dufftown, and Fochabers are all two units or less, giving a vacancy rate below 10%. In Rothes vacancies increased from two units in 2016 to three in 2018, resulting in a vacancy rate of 11%.

### Summary Table of Key Findings

Town	Comparison		Convenience		Retail Service		Leisure Service		Vacancy		Vacancy Rate		% of National Multiples	
	2018	2016	2018	2016	2018	2016	2018	2016	2018	2016	2018	2016	2018	2016
Elgin	90	86	19	18	51	47	65	65	25	36	10	14.3	34	34
Edgar Road	21	20	2	2	2	3	4	3	7	5	19.4	15.6	88	75

Forres	28	29	15	13	27	21	23	23	3	9	3	9.3	18.5	20.6
Keith	26	27	13	13	13	12	19	18	9	5	11.2	6.7	13.5	9.6
Buckie	27	28	8	7	16	15	20	21	10	8	12.3	10.3	25	28
Lossiemouth	10	10	6	6	12	9	21	18	5	6	9.2	15.7	7.1	8
Aberlour	7	7	4	5	5	4	10	9	1	0	3.7	0	6	7
Dufftown	7	10	7	6	4	4	19	18	2	4	5.1	9.5	11	10
Fochabers	9	7	4	4	2	3	9	9	1	1	4	4	13	14
Roths	6	7	3	3	2	2	9	9	3	2	11	8.7	18	16.6

## 5. **SUMMARY OF IMPLICATIONS**

### **(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

Maintaining vital and viable high streets and town centres supports a growing, diverse and sustainable economy. The town centre health check can provide an evidence base for the development of policies and strategies to support town centres.

### **(b) Policy and Legal**

Scottish Planning Policy stresses the importance of monitoring the performance of town centres.

The Moray Town Centre Health Check Report 2018 has been approved by Planning and Regulatory Services Committee to be used as a material consideration in any relevant future planning applications.

### **(c) Financial implications**

None.

### **(d) Risk Implications**

The risk of not monitoring the health of town centres would be an out of date evidence base being used for preparing strategies.

### **(e) Staffing Implications**

The collection and assessment of data has been undertaken by Moray Council staff.

### **(f) Property**

None.

### **(g) Equalities/Socio Economic Impact**

There are no direct implications arising from this report.

### **(h) Consultations**

The Corporate Director (Economic Development Planning & Infrastructure), the Head of Development Services, Legal Services Manager (Property and Contracts), the Equal Opportunities Officer, and Lissa Rowan (Committee Services Officer) have been consulted, and comments received have been incorporated into the report.

## **6. CONCLUSION**

- 6.1 Town Centre Health Checks have been undertaken every two years since 2010. This has allowed various indicators to be monitored over time and data to be used as an evidence base for developing policy and strategies to support town centres. The 2018 results have seen improvements and decline on some indicators. Generally most town centres provide a wide variety of uses across retailing types with a mix of national and multiple retailers. There have been decreases in vacancies in Elgin, Forres and Lossiemouth, and increases at Edgar Road, Keith, and Buckie. Footfall increased in Elgin, Edgar Road and Forres but decreased in Lossiemouth. In Keith footfall decreased on Mid Street and increased slightly at the access to Tesco. In Buckie there were increases in footfall on East Church Street but a small drop on the High Street.**

Author of Report: Rowena MacDougall, Planning Officer  
Background Papers:  
Ref:

## Moray Town Centre Health Check Assessment 2018

For further information, please contact:

Rowena MacDougall Tel: 01343 563265, email: [Rowena.macdougall@moray.gov.uk](mailto:Rowena.macdougall@moray.gov.uk)

## Executive Summary

In 2018, Moray Council undertook a series of Town Centre Health Check assessments in Moray. These were in line with the framework established in 2010 with Hargest Planning Ltd. Whilst the study undertaken in 2010 was wider including a retail model and household/shopper surveys the 2018 study focuses only on a number of the key Vitality and Viability indicators. This provides a baseline of information as part of the on-going programme of health check assessments.

Assessment was undertaken in the town centres of Elgin, Forres, Buckie, Keith and Lossiemouth. The Edgar Road area of Elgin is also assessed. Limited assessment was undertaken in Aberlour, Dufftown, Fochabers and Rothes.

The report does not seek to provide an interpretation of the information obtained- its role is to provide the base information for other studies/analysis to interpret.

### Summary Table of Key Findings

A summary table of key findings is set out below.

Town	Comparison		Convenience		Retail Service		Leisure Service		Vacancy		Vacancy Rate		% of National Multiples	
	2018	2016	2018	2016	2018	2016	2018	2016	2018	2016	2018	2016	2018	2016
<b>Elgin</b>	90	86	19	18	51	47	65	65	25	36	10	14.3	34	34
<b>Edgar Road</b>	21	20	2	2	2	3	4	3	7	5	19.4	15.6	88	75
<b>Forres</b>	28	29	15	13	27	21	23	23	3	9	3	9.3	18.5	20.6
<b>Keith</b>	26	27	13	13	13	12	19	18	9	5	11.2	6.7	13.5	9.6
<b>Buckie</b>	27	28	8	7	16	15	20	21	10	8	12.3	10.3	25	28
<b>Lossiemouth</b>	10	10	6	6	12	9	21	18	5	6	9.2	15.7	7.1	8
<b>Aberlour</b>	7	7	4	5	5	4	10	9	1	0	3.7	0	6	7
<b>Dufftown</b>	7	10	7	6	4	4	19	18	2	4	5.1	9.5	11	10
<b>Fochabers</b>	9	7	4	4	2	3	9	9	1	1	4	4	13	14
<b>Rothes</b>	6	7	3	3	2	2	9	9	3	2	11	8.7	18	16.6

## 2. Vitality & Viability Indicators

This analysis focuses on an assessment of the performance of the 'town centres' of Elgin (and also Edgar Road), Forres, Keith, Buckie and Lossiemouth. In addition, limited audits were carried out for Aberlour, Dufftown, Fochabers and Rothes. This report provides an assessment of existing 'town centre' uses in line with Scottish Planning Policy (SPP) criteria.

'Vitality' is a measure of how lively and busy a town centre is. 'Viability' is a measure of capacity to attract ongoing investment for maintenance, improvement and adaptation to changing needs. Together these measures give an indication of the health of a town centre and, when used consistently over a period of time can demonstrate changes in performance.

A brief description of key Vitality and Viability Indicators assessed in this report are provided below.

**Pedestrian flow** can be defined as the movement of people past a particular location over a specified period of time (e.g. average hourly counts). Plans of the footfall survey locations are provided in Appendix II.

**Diversity of Uses** surveys have been undertaken, which comprise an analysis of the mix of uses within the centres and the quantum of floor space they occupy. Floor space data from the Regional Assessor is used where available. A table showing GOAD categories is included in Appendix III.

**Retailer representation** is a recording and assessment of those retailers located within the town centre in terms of identity and type (e.g. multiple or independent retailers).

**Vacancy rates** can be defined as either the number of units or amount of vacant floor space not in occupation, expressed as a percentage of the total number of retail units or floor space in a centre. Vacancies are measured for vacant Comparison, Convenience, Retail Services and Leisure Services only. A measurement of the length of retail frontage that is vacant is also given. This is an indicator of the impact that vacancies have on the appearance and feel of a centre.

### 3. Elgin Town Centre Health Check

Changes since 2016 have included occupation of almost all units on Batchen Street with Alluring Boutique, Sirology, The Candy Shop, Clic Nail Studio, Razor Sharp, 19 Crepes and Coffee and Sugar Plum all having opened in the two year period. The “Buzz on Batchen Street” branding was evident on the survey day. Trespass, Blackbridge Furnishers, and Auto Save have also located within the town centre. As with previous years there have been a number of hair and beauty salons opened. The previous trend for new electronic cigarette/vaping shops and independent shops offering mobile/pc repairs has tailed off but the existing units have been retained in the town centre.

Whilst overall vacancies have decreased, new vacancies were recorded within the St Giles Centre including the former Semi Chem, Hair Zone, and Proper Pasty units. This has contributed to continuing high vacancy rates within the centre. National retailer Poundworld also left the High Street prior to the company going into administration. Long established local retailer Relax and Charlies Shoes also closed, although it is noted that since the survey date Relax has been reoccupied and work has begun to refurbish Charlies Shoes.

It is encouraging that footfall has generally increased across the High Street. At the east end of the High Street footfall fell to similar levels found in 2014.

#### Pedestrian Footfall

A pedestrian flow count was undertaken by Moray Council staff on Thursday 28<sup>th</sup> June 2018. Pedestrian footfall data was collected at six positions as set out below and shown on the plans in Appendix II.

#### Details of Elgin Town Centre Footfall Survey Locations

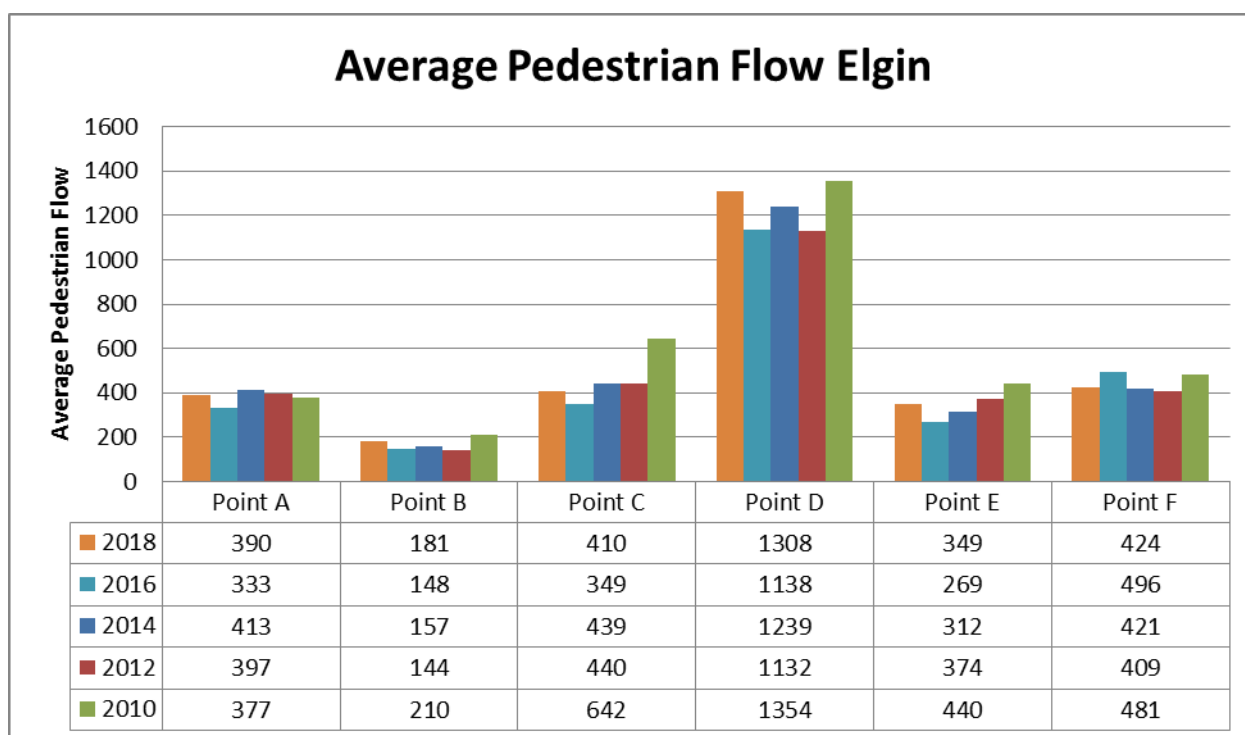
Enumeration Point	Location
A	A96 Underpass
B	West end of High Street (No. 239 High Street)
C	Thunderton Place (No. 5 Thunderton Place)
D	High Street (No. 139 High Street)
E	South Street (No. 58 South Street)
F	East end of High Street (No. 38 High Street)

Of the six locations, the position opposite Boots in the High Street (Point D) recorded the busiest footfall. The lowest pedestrian flow count in the town centre was recorded at the western end of High Street (Point B). This is consistent with previous year’s studies.

Comparison to the footfall survey undertaken in 2016 shows increases across all point with the exception of Point F at the east end of the High Street. The biggest differences between 2016 and 2018 are at point E on South Street where a 29% increase in average footfall was seen. At point F (east end of High Street) footfall fell by around 14%. The weather on the date of the 2018 survey was very hot and sunny. It is notable that whilst the 2016 survey had similar conditions (albeit not as high temperatures) the survey in 2016 was undertaken on the day of the EU referendum.



## Elgin Average Hourly Flow 2010/2012/2014/2016/2018 comparison

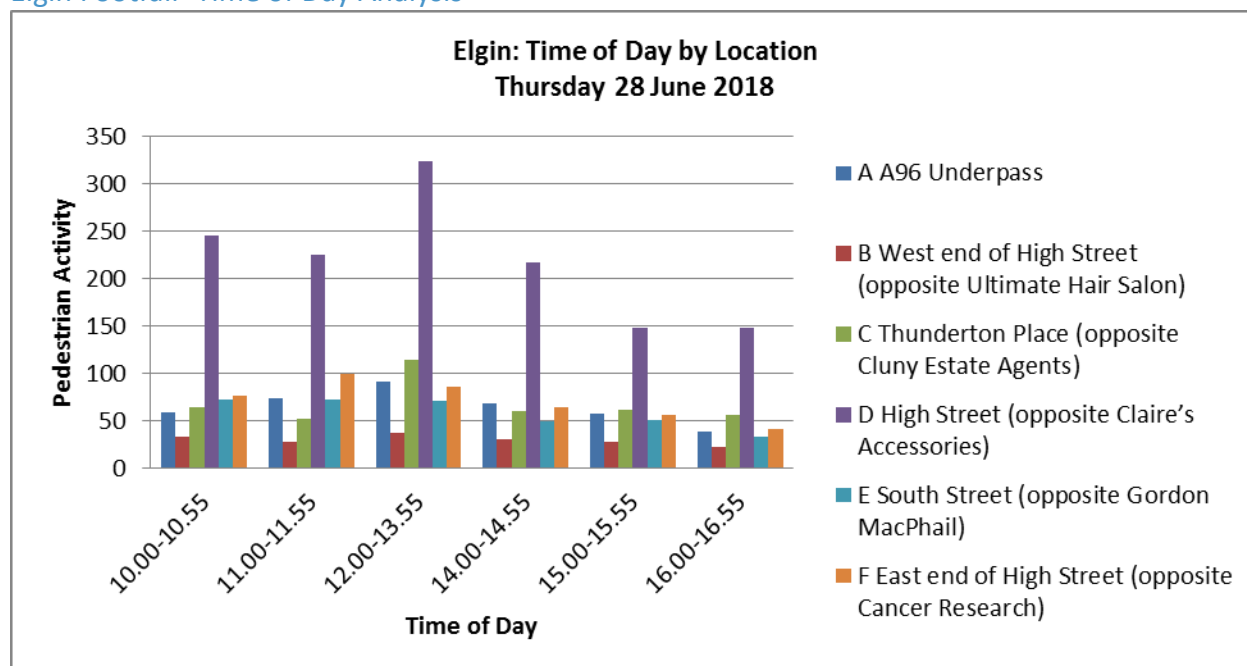


Analysis of different times of the day shows that peak footfall was between 11.00 and 14.00. This differs slightly from 2016 when the peak was only between 12.00-14.00.

## Elgin Footfall- Time of Day Analysis

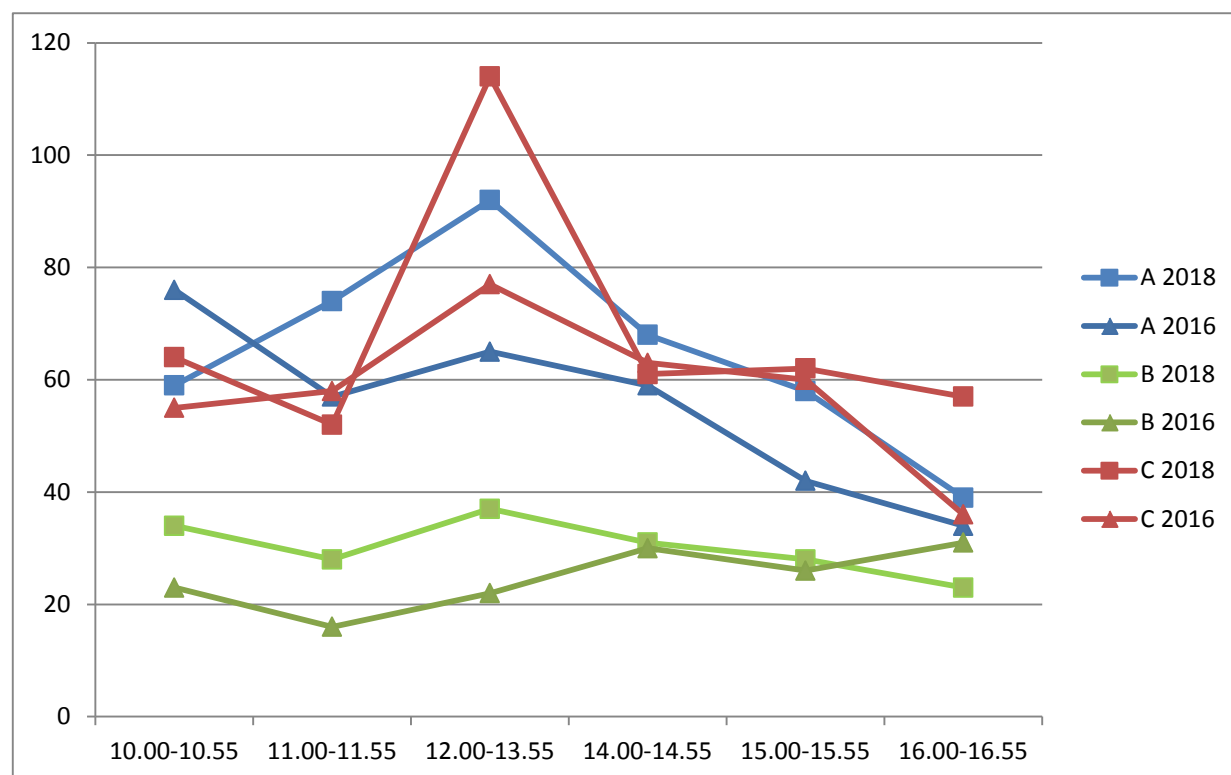
	Enumeration Point	10.00-11.00	%	11.00-12.00	%	12.00-14.00	%	14.00-15.00	%	15.00-16.00	%	16.00-17.00	%
A	A96 Underpass	58	14	70	17	73	18	70	17	96	23	46	11
B	West end of High Street	21	13	23	15	35	22	24	15.5	24	15.5	30	19
C	Thunderton Place	70	16	89	20	88	20	69	16	48	11	75	17
D	High Street	180	14.5	247	20	325	26	181	14.5	160	13	146	12
E	South Street	63	20	57	18	50	16	47	15	46	15	49	16
F	East end of High Street	61	14.5	128	30	66	16	55	13	58	14	53	12.5
	<b>Total</b>	<b>453</b>	<b>15</b>	<b>614</b>	<b>20.5</b>	<b>637</b>	<b>21.5</b>	<b>446</b>	<b>15</b>	<b>432</b>	<b>14.5</b>	<b>399</b>	<b>13.5</b>

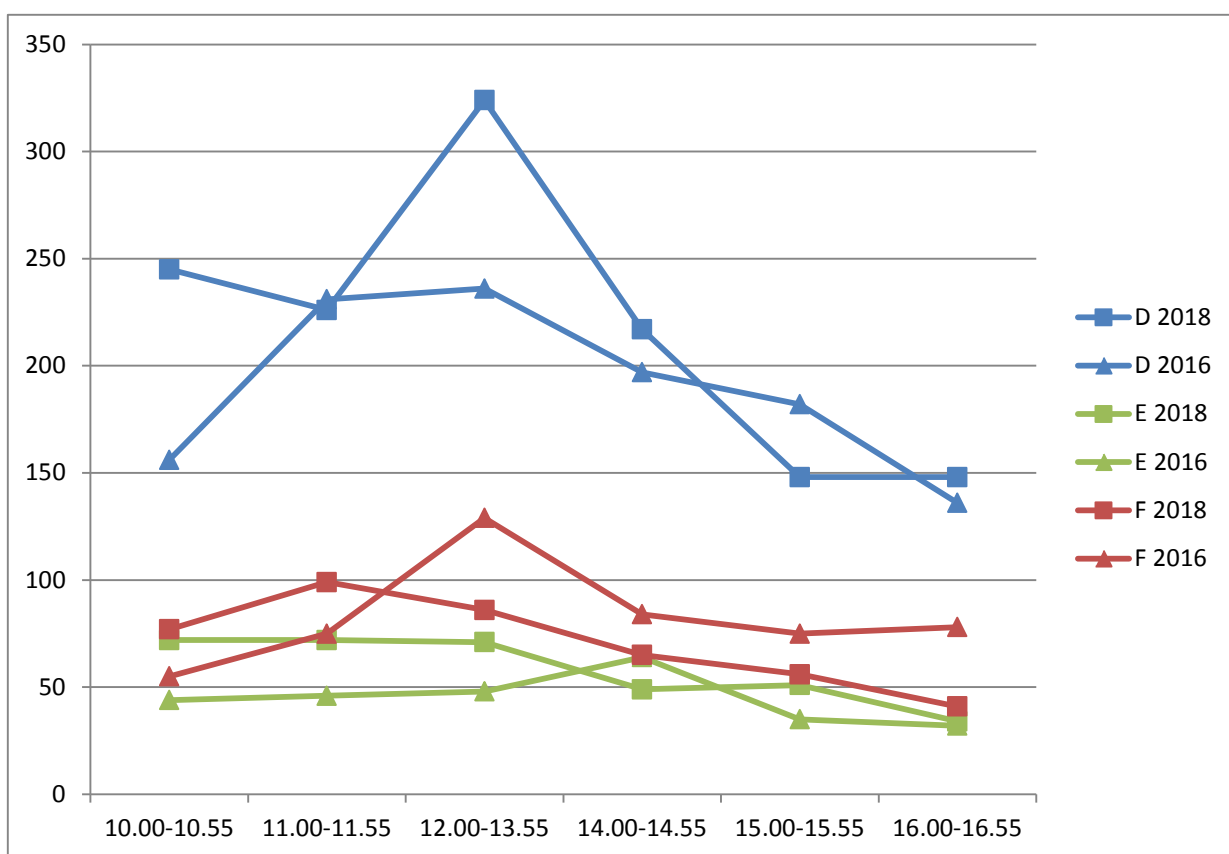
## Elgin Footfall- Time of Day Analysis



Broadly the variation in pedestrian footfall across the day has remained the same to previous years surveys.

## Elgin Pedestrian count 2016-2018 Comparison





## Diversity of Uses

Survey of the town centre indicates a wide range of different uses and types of property.

The dominant use within Elgin town centre continues to be Comparison retailing (e.g. clothing; footwear; electrical goods etc.). There is also a significant proportion of Retail Services within the town centre (e.g. hairdressers; beauticians; travel agents) and Leisure Services (e.g. hotels; pubs; restaurants; cinemas). There are a smaller proportion of Convenience shops (e.g. supermarkets; grocery stores etc.) but some of these have large floor areas e.g. Tesco. The town centre includes a range of other local businesses predominantly in the Financial and Business Services sector such as solicitors, accountants and property agents.

The overall mix of uses and the quantum of floor space they occupy is summarised in the table below with the 2016 results alongside.

## Elgin- Diversity of Uses

Summary of Elgin Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	90	24299.9	86	23765.5
Convenience	19	15728.3	18	15682.5
Retail Service	51	4846.5	47	4598.3
Leisure Service	65	16331.6*	65	15867.6*
Financial & Business Service	38	8141.4	39	8357.4
Health & Medical	11		11	
Public Service	25		21	
Religious Service	5		5	
General Office Use	30		28	
Vacancy	25	6127.3*	36	7991*
<b>Total</b>	<b>359</b>	<b>75475</b>	<b>356</b>	<b>76262.3</b>
<b>Notes:</b>				
<b>*The Regional Assessor does not hold floor space data for Hotels and Public House premises</b>				

There have been some changes to the categorisation of certain uses to improve consistency between towns. These adjustments as the study progresses account for some of the differences between categories.

### Retailer Representation

There are a number of national multiple retailers located within Elgin, including Marks & Spencer, WH Smiths and M&Co. Site surveys revealed 54 national (Scottish/UK) multiples in the town centre out of a total of 160 comparison, convenience, and retail service outlets – that is 34%. This is a similar level to 2016.

In addition to the multiple retailers, the town centre has a good provision of independent/specialist retailers. South Street, Batchen Street and Commerce Street accommodate a collection of independent stores in smaller retail units providing a more bespoke range of services. It is notable that in 2016 there were six vacant units on Batchen

Street and at the time of the survey there was only one (which is now occupied by Against the Grain).

Within the defined town centre boundary there are a number of food stores, the largest of which are the 9,887.8 sq m (net) Tesco on Blackfriars Road, the 1,559 sq m Marks & Spencer's store on High Street and the 1,509 sqm Aldi store. Both Tesco and M&S have a substantial portion of floor space for Comparison goods as well as Convenience. This has all been classed as 'Convenience' floor space above.

7 (4.3%) units in the town centre were identified to be charity shops. This is the same level as 2016.

One of the biggest changes highlighted in the 2016 was the increase in Electronic Cigarette or "vaping" outlets and independent shops offering mobile/pc repairs and accessories. Whilst the number of units has not increased these uses have not reduced since 2016.

### Vacancy Rate

A site survey by Moray Council planning staff during June 2018, confirmed the number of vacant units stood at 25<sup>1</sup>, as illustrated above. Vacancies account for 10% of the total number of Comparison, Convenience, Retail and Leisure Service units within the centre. This is a significant decrease from 2016 when 36 units were recorded. As a rule of thumb 10% is used in Scotland to indicate the relative health of a town centre. New occupiers include Tresspass, Blackbridge Furnishers, Sirolgy, Alluring Boutique, The Candy Shop and several hair and beauty salons.

New vacancies since 2016 include national retailers such as Semi Chem, and Poundworld. In addition to the nationals a number of independent retailers have also accounted for new vacancies including Baggs, Hair Zone, Relax, Proper Pasty Co and Charlies Shoe Shop. There are a number of units which have remained vacant for several years including 186 and 188 High Street, 57-61 South Street (Old Junners) and 63 South Street. Within the St Giles Centre there is a notably high level of vacancies, this is the highest level recorded since 2010. Since the survey was completed in June there has been activity in some of the vacant stores for example The Works has opened in the old Clintons on the High Street, Against the Grain opened on Batchen Street, and Imagine has opened in the old Relax unit.

Floor space data obtained from the Regional Assessor indicates that there is approximately 6127.3 sq m of vacant floor space with Elgin town centre. There is approximately 110 m of vacant retail frontage in the town centre (figure obtained by scaling off OS-base plans). This figure equates to approximately 8.5% of the retail frontage of the traditional shopping streets in the town centre- (e.g. the core retail area of High Street; Commerce Street;

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<sup>1</sup> It should be noted that vacancies are measured for vacant Comparison; Convenience; Retail Service; and Leisure Service outlets only and is based on their last use. Therefore, vacant banks or estate agents are not included.

Batchen Street; South Street and Thunderton Place). This is a decrease from 13.44% in 2016.

### **Elgin Summary**

Elgin town centre is an attractive centre which plays an important role in the region. Since 2016 there have been improvements across most indicators. It is notable that vacancy levels have reduced and are now similar to levels found in 2012. However, there continues to be long standing vacancies and high levels of vacancies in the St Giles Centre. Contrastingly there are improvements within the town centre, for example on Batchen Street where independent retailers have a unique offering and have created a “Buzz on Batchen Street”.

## **4. Edgar Road Health Check**

Although not part of Elgin town centre, the Edgar Road area (including the Elgin Retail Park and Springfield Retail Parks) is a major commercial centre and a key focus for substantial retail activity.

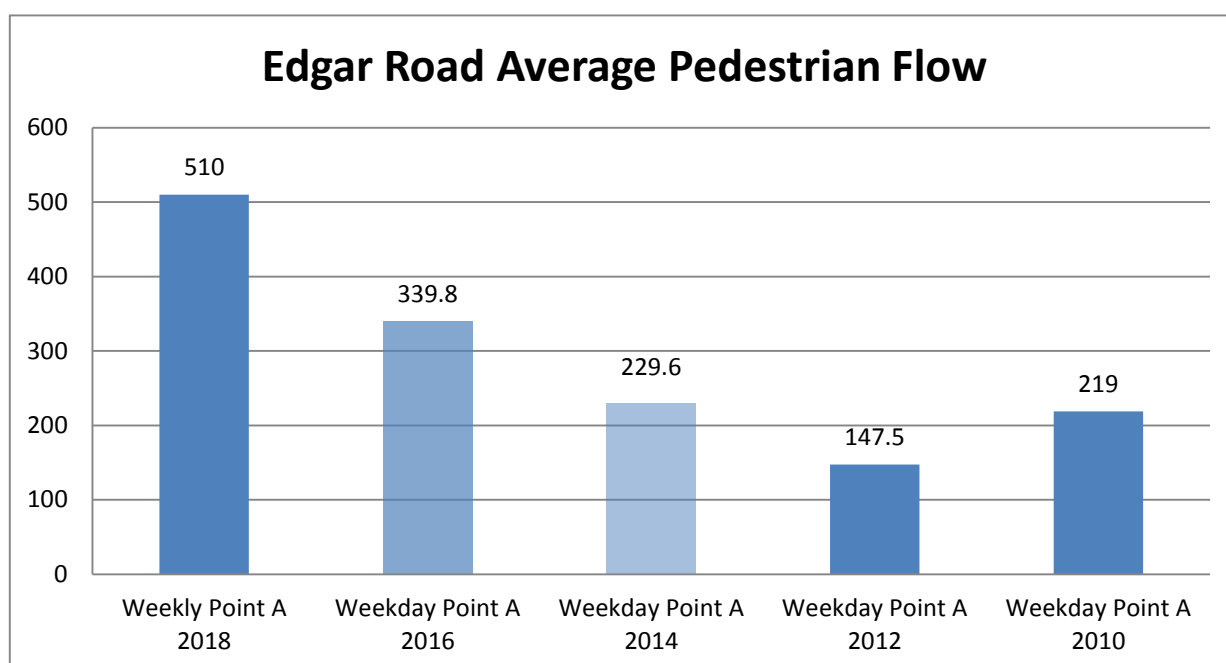
New occupiers since 2016 include JD and Tapi Carpets (formed by splitting B&M). New vacancies include Topp Tiles and the unit resulting from Edmundson Electrical moving. There continues to be four units that have never been occupied within Elgin Retail Park. Footfall at Springfield Retail Park has continued to increase, with a significant increase experienced compared to 2016.

### **Pedestrian Footfall**

A pedestrian flow count was undertaken by Moray Council staff on Friday 29 June 2018 at the Springfield Retail Park. Pedestrians, who crossed a point between NEXT and Costa Coffee, were counted between 11.15 to 14.30. Caution should be applied when interpreting these results, given the layout of the retail park, a significant number of pedestrians who were shopping in the area didn't cross the count point; therefore, the results outlined below may be misleading.

An overview of the average hourly flows is summarised below with comparison to previous results. This shows that the average hourly flows have increased substantially, an increase of around 170 was found in 2018 compared to 2016. This is the biggest increase since data was collected.

## Edgar Road – Average Hourly Flow



## Diversity of Uses

Information on the retail mix of the Edgar Road area of Elgin is set out below. The dominant use is Comparison retailing. Only a small number of units are for Convenience goods but these include the Asda and Allarburn Dairy therefore these make up a significant proportion of the area's floor space.

## Edgar Road Diversity of Uses

Summary of Edgar Road Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	21	21171.76	20	21382.15
Convenience	2	12386.8	2	12386.8
Retail Service	2	547.2	3	547.2
Leisure Service	4	1182.06	3	972.86
Financial & Business Service	3	1232.5	3	1232.5
Health & Medical	1		1	
Public Service	1		1	



<b>Religious Service</b>	0		1	
<b>General Office Use</b>	0		0	
<b>Vacancy</b>	7	4247.44	5	3260.35
<b>Total</b>	<b>41</b>	<b>40767.76</b>	<b>39</b>	<b>39781.86</b>

### Retailer Representation

There are 22 national (Scottish/UK) multiples in the Edgar Road Area out of a total of 25 retail goods shops– that is 88%. This figure can be contrasted to Elgin town centre, where 34% of the retail goods shops are currently multiples.

### Vacancy Rates

The number of vacant units identified by Moray Council planning staff was seven, which is a vacancy rate of 19.4%. This is an increase from 16% in 2016. Floor space data obtained from previous planning application documents indicates that there is approximately 4247.44 sqm of vacant floor space in the Edgar Road area.

### Edgar Road Summary

The Edgar Road area of Elgin provides a significant concentration of trading retail floor space. It is notable that the area has 21 comparison goods retail units (20718.5 sqm). Only a small proportion of units are for convenience goods but this includes Asda and therefore a significant proportion of the area's floor space is given over to Convenience. The number of vacant units was seven, which is a vacancy rate of 19.4%.

## 5. Forres Town Centre Health Check

The biggest change across the High Street has been an increase in Retail Services with new occupiers such as Ibiza Sun, Relax Spa and Beauty, a picture framer, and tattoo studio. Other new occupiers have included the Bike Bothy, Village Greenery Florists and Deveron Vapes. Vacancies have decreased to three units, of these only 89 High Street (formerly Images) is a new vacancy. Whilst the reduction in vacancies is encouraging there are many non-retail units, including the old Royal Bank of Scotland and other offices, that are vacant. The condition of some of the longer term vacant units has a negative impact on the perceptions of the town's health.

### Pedestrian Footfall

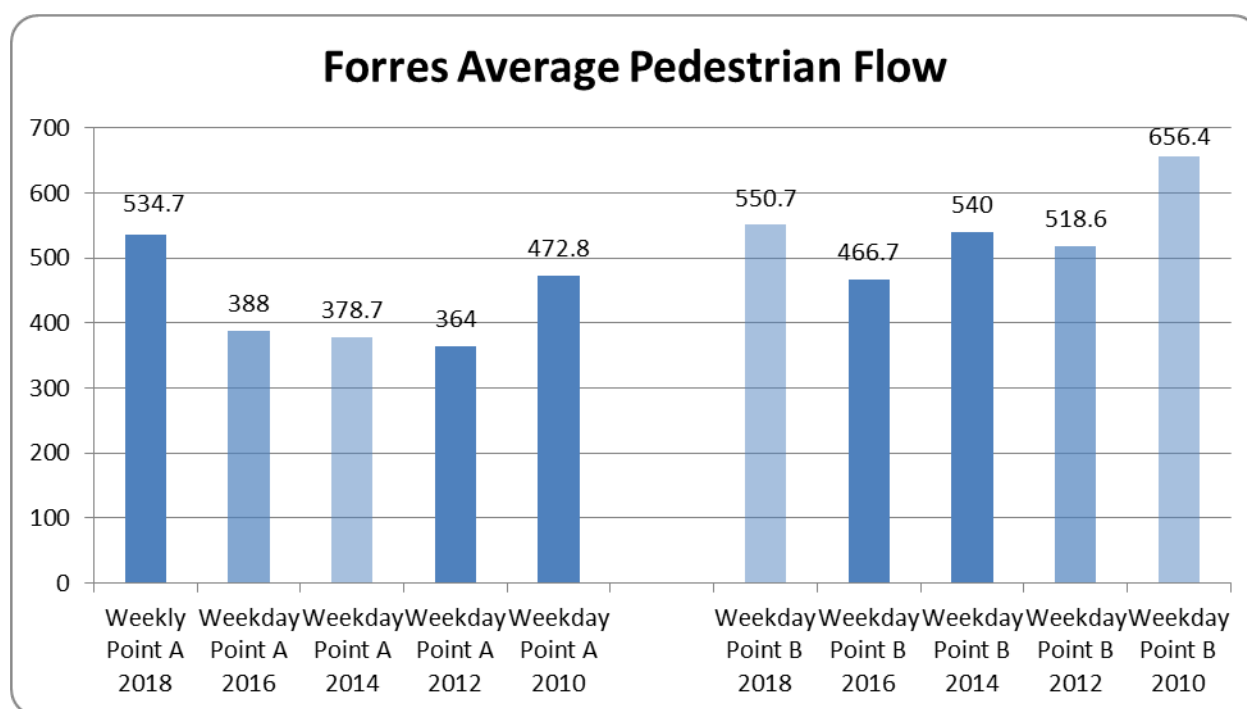
A pedestrian flow count was undertaken by Moray Council staff on Friday 29<sup>th</sup> June (between 14.00 and 17.00). Pedestrian footfall data was collected at two positions in the town centre. Details of the survey locations are provided below with a plan provided in Appendix II.

## Details of Forres Footfall Survey

Enumeration Point	Location
<b>A</b>	No. 42 High Street- (Savers)
<b>B</b>	No. 90 High Street- (Boots Chemist)

The two locations had very similar footfall, with point B at Boots recording a slightly higher flow. Footfall increased in comparison to 2016.

## Forres Average Hourly Pedestrian Flow



Analysis revealed that overall 48% of the total flow peaked between 14.00 and 15.00. It is noted this coincides with school pick up. Further details of the weekday Time of Day Analysis is illustrated below.

## Forres- Time of Day Analysis- Friday 29 June 2018

	Enumeration Point	14.00-15.00	%	15.00-16.00	%	16.00-17.00	%
<b>A</b>	No. 42 High Street- (Superdrug)	206	51.4%	101	25.2%	94	23.4%
<b>B</b>	No. 90 High Street- (Boots Chemist)	186	45.0%	120	29.1%	107	25.9%
	<b>Total</b>	392	48.2%	221	27.1%	201	24.7%

## Diversity of Uses

Information on the retail mix of Forres town centre is set out below. The dominant uses within Forres are Comparison retailing (e.g. clothing and footwear) with significant numbers of Retail and Leisure Services (e.g. hairdressers; cafes; travel agents; pubs etc.). Forres town centre provides a range of Convenience shopping however Tesco and Lidl have developed out of centre. There is also a significant number of Financial and Business Services located within Forres town centre.

The overall mix of uses and the quantum of floor space they occupy is summarised in the table below.

### Diversity of Uses Forres

Summary of Forres Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
<b>Comparison</b>	28	4659.6	29	4714.8
<b>Convenience</b>	15	2369.9	13	2268.9
<b>Retail Service</b>	27	2225	21	2489.6
<b>Leisure Service</b>	23*	1292.3	23*	1292.3
<b>Financial &amp; Business Service</b>	14	4103.7	20	4491.1
<b>Health &amp; Medical</b>	5		4	
<b>Public Service</b>	14		12	
<b>Religious Service</b>	3		3	
<b>General Office Use</b>	6		8	
<b>Vacancy</b>	3	305.4	9	834.7
<b>Total</b>	<b>138</b>	14955.9	<b>142</b>	16091.4
Notes:				
*The Regional Assessor does not hold floor space data for Hotels and Public House premises				

## Retailer Representation

There are 13 national (Scottish/UK) multiples in the town centre out of a total of 70 retail goods/services shops— that is 18.5%. Four (7.5%) units within the town centre were identified to be charity shops. Much of Forres's character comes from its independent retail provision.

## Vacancy Rates

The number of vacant units identified was three, which is a vacancy rate of 3%, this is below the 10% rule of thumb which is generally used in Scotland to indicate the relative health of a town centre. Vacancies in Forres have decreased from nine vacant units (9.3%) recorded in 2016. However, within the town centre there are many other non-retail buildings that are vacant and their appearance impacts on the perception of the health of the town centre.

Floor space data obtained from the Regional Assessor indicates that there is approximately 305sqm of vacant floor space in Forres town centre. There is approximately 34.95 m of vacant retail frontage in the town centre (figure obtained by scaling off OS-base plans). This figure equates to approximately 4.7% of the retail frontage of the traditional shopping streets in the town centre- (e.g. the core retail area of High Street and Tolbooth Street). This is a small decrease from the 5% found in 2016.

## Forres Summary

Forres is historically an important town centre for the local community and the tourist economy. There are clear strengths within the centre. The Conservation Area creates a pleasing built realm for shoppers however the deterioration of some properties effects perceptions of the town centres health. Forres town centre provides a good range of convenience goods shopping (including the Co-operative store on High Street) and reasonable range of comparison goods shops.

## 6. Keith Town Centre Health Check

In 2016 Keith had shown improved signs of vitality and viability however the 2018 survey showed vacancy levels similar to 2012 and lower footfall on Mid Street. New vacancies have included long established local furniture retail Third Brothers. On the day of the survey the "Pop Up Shop" was not occupied. Be So Crafty, The Cozy Neuk and Happy Cones have also closed resulting in new vacancies. There are some new occupiers particularly on the leisure and retail service side. These include Room to Relax, The Beauty Retreat, the Boat n Barn, Square Roots, Crafty Chaos, and One Day Like This. Footfall has continued to fall on Mid Street but small increases continue to be seen at the Tesco access.

## Pedestrian Footfall

A pedestrian flow count was undertaken by Moray Council staff on Friday 29th June 2018 (between 14.00 and 17.00). Pedestrian footfall data was collected at two positions. Details of the survey locations are provided below with a plan provided in Appendix II.

### Details of Keith Footfall Survey

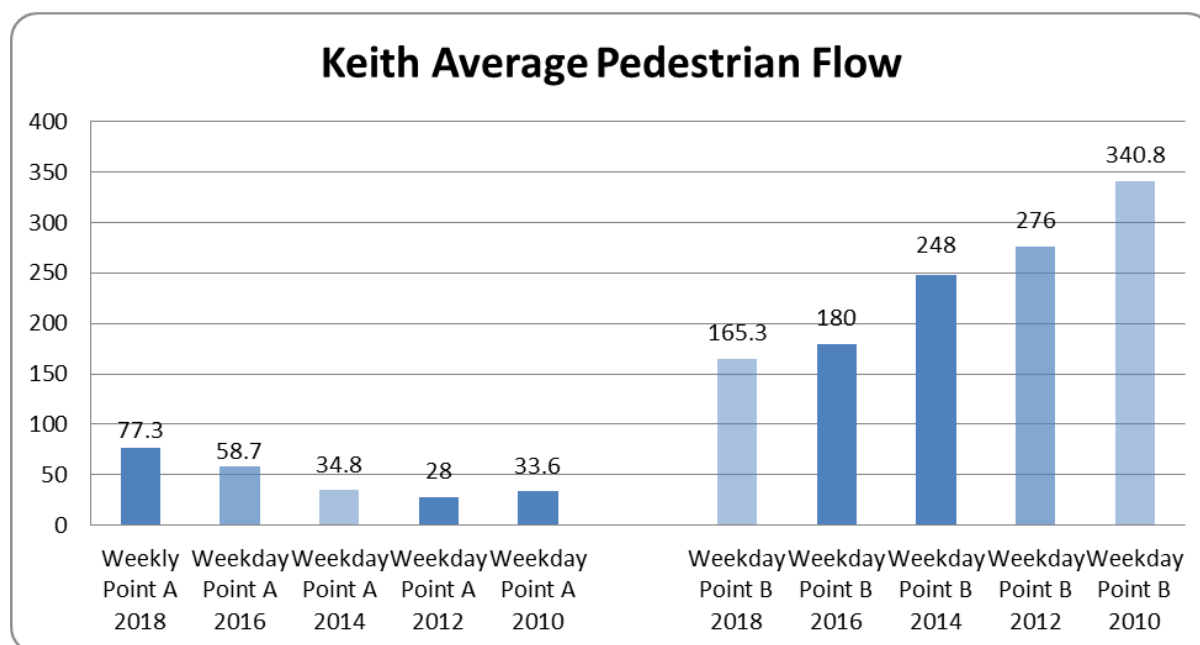
Enumeration Point	Location
A	No. 140 Moss Street- (Pedestrian Crossing on A96 to access TESCO)
B	No.130-132 Mid Street- (Post Office)

Of the two locations, point B recorded the busiest footfall although the figure is down 8% compared to 2016. It is noted that the weather was very hot which could have affected pedestrian activity.

The lowest pedestrian flow count was recorded at Point A at the pedestrian crossing on the A96 to access Tesco. Although low pedestrian activity was recorded at Point A, the average flow was higher than 2016.

Overviews of the average hourly flows with the comparable figures from previous year's surveys are recorded below.

### Keith Average Hourly Pedestrian Flow



Analysis of the count revealed that overall, pedestrian flow was highest between 15.00 and 16.00 when 54% of the overall footfall occurred. This coincides with pupils leaving the primary and secondary school. Further details of the weekday Time of Day Analysis is illustrated below.

### Keith- Time of Day Analysis- Friday 29 June 2018

	Enumeration Point	14.00-15.00	%	15.00-16.00	%	16.00-17.00	%
<b>A</b>	No. 140 Moss Street (Pedestrian Crossing on A96 to access TESCO)	20	34.5%	27	46.5%	11	19.0%
<b>B</b>	No. 130-132 Mid Street- (Post Office)	27	21.8%	71	57.2%	26	21.0%
	<b>Total</b>	<b>47</b>	<b>25.8%</b>	<b>98</b>	<b>53.8%</b>	<b>50</b>	<b>20.4%</b>

### Diversity of Uses

Information on the retail mix of the town centre is set out below. The dominant use within the town centre is Comparison shops with Convenience and Retail Services also contributing significantly to the mix of uses.

In terms of diversity of retail uses, within the town centre boundary, the overall mix of uses is summarised in the table below.

### Keith Diversity Uses

Summary of Keith Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	26	4497.9	27	5488.3
Convenience	13	1422.7*	13	1422.7
Retail Service	13	1026.1	12	960
Leisure Service	19*	910.9	18*	997.7
Financial & Business Service	11	1191.2	12	1391.8
Health & Medical	1		1	
Public Service	1		1	
Religious Service	1		1	
General Office Use	5		5	
Vacancy	9	1688.6	5*	641.9
<b>Total</b>	<b>99</b>	<b>10737.4</b>	<b>95</b>	<b>10902.4</b>

**Notes:**

**\*The Regional Assessor does not hold floor space data for Hotels and Public House premises.**

### Retailer Representation

There are seven national (Scottish/UK) multiples in the town centre out of a total of 52 retail goods/services shops– that is 13.5%. Keith has a strong independent sector with the majority of shops being local stores with a distinct identity. Two units (4%) within the town centre were identified to be charity shops.

### Vacancy Rate

The number of vacant units identified was nine, which is a vacancy rate of 11.25% - this is higher than the 10% average used in Scotland to indicate the relative health of a town centre. This is an increase of four units from 2016 when five (6.67%) units were vacant. New vacancies include Third Brothers, Be So Crafty, the Cosy Neuk and Happy Cones.

Floor space data obtained from the Regional Assessor indicates that there is approximately 1688.6sqm of vacant floor space in Keith. There is approximately 96m of vacant retail frontage in the town centre (figure obtained by scaling off OS-base plans). This figure equates to approximately 9.9% of the retail frontage on the traditional shopping street in Keith, which is Mid Street. This is an increase from the 4.6% reported in 2016.

### Keith Summary

There is a reasonable range of convenience good shopping and comparison good shops and a good range of retail services available for a town of this size. Deterioration can be seen when comparing the survey results to 2016. The number of vacant units identified has increased from five in 2016 to nine in 2018. There has been investment in buildings within the town centre which has contributed to an improvement in the appearance and amenity of the town centre. In overall terms, there has been a deterioration on some of the key indicators since 2016.

## 7. Buckie Town Centre Health Check

In Buckie there have been several changes across the town centre, including closure of long established local retailer Cruickshanks. This large unit has meant a large increase in vacant floor space. Other closures resulting in vacancies include Trading Post, Yvonne's Drapery and Crossroads Tearoom. Blythswood has also moved resulting in a vacant unit on West Church Street. Bank closures have also impacted on the town centre. New occupiers have tended to be within the retail services with a new barber and tattoo shop opening. A phone repair/electronic cigarette shop has also opened.

## Pedestrian Footfall

A pedestrian flow count was undertaken by Moray Council staff on Friday 29 June (between 10.00 and 13.00). Details of the survey locations are provided below and with a plan provided in Appendix II.

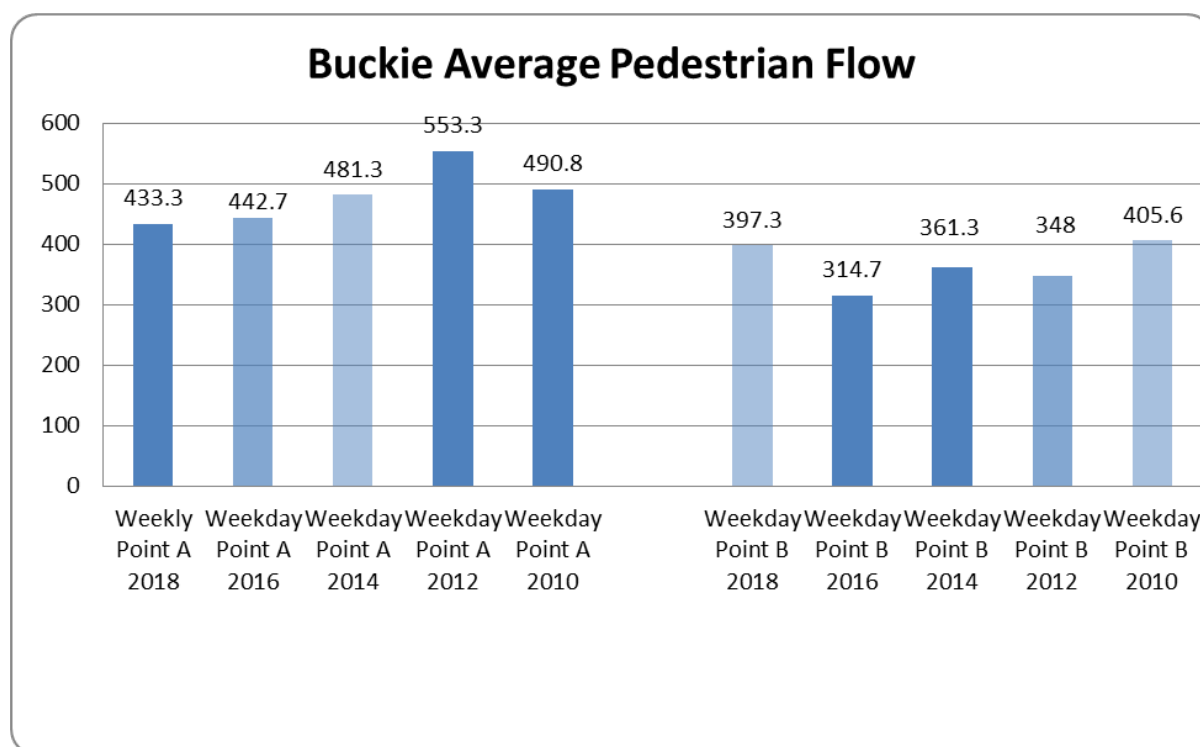
### Details of the Buckie Footfall Survey

Enumeration Point	Location
<b>A</b>	No. 3 High Street
<b>B</b>	No.3-5 East Church Street-

Of the two locations, the position at point A recorded the busiest footfall. This was similar albeit slightly lower to levels in the 2016 survey. At point B the footfall was 26% higher when compared to 2016.

An overview of the average hourly flows together with previous year's survey results are summarised below.

### Buckie Average Hourly Pedestrian Flow



Analysis of the count revealed that overall, pedestrian flow dipped between 10.00 and 11:00 to 24.6% but was relatively consistent throughout the morning. Further details of the day and Time of Day Analysis below.



### Buckie- Time of Day Analysis- Friday 29 June 2018

	Enumeration Point	10.00-11.00	%	11.00-12.00	%	12.00-13.00	%
<b>A</b>	No. 3 High Street- (Asher's Bakery)	77	23.7%	129	39.7%	119	36.6%
<b>B</b>	No.3-5 East Church Street-	76	25.5%	111	37.2%	111	37.2%
	<b>Total</b>	153	<b>24.6%</b>	240	<b>38.5%</b>	230	<b>36.9%</b>

### Diversity of Uses

Information on the retail mix of Buckie town centre is set out below. The dominant use is Comparison retailing. There is a reasonable range of Convenience shopping and a good range of Retail Services available for a town of this size. The overall mix of uses and the quantum of floor space they occupy is summarised below.

### Buckie Diversity of Uses

Summary of Buckie Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	27	4963.5*	28	5669*
Convenience	8	2267.8**	7	2187.2**
Retail Service	16	1533.5	15	1498.1
Leisure Service	20	2235.7***	21	2294.1***
Financial & Business Service	10	1603.2	13	2398.5
Health & Medical	5		5	
Public Service	5		5	
Religious Service	4		4	
General Office Use	2		2	
Vacancy	10	1798.8	8	610.9
<b>Total</b>	<b>107</b>	<b>14402.5</b>	<b>108</b>	<b>14657.8</b>
<b>Notes:</b>				
*No floor space data for The Original Factory Shop				
** No floor space data for 32-34 East Church Street (Co-op)				

**\*\* \*The Regional Assessor does not hold floor space data for Hotels and Public House premises.**

### Retail Representation

There are 13 national (Scottish/UK) multiples in the town centre out of a total of 51 retail goods/services shops– that is 25%. Three units (6%) were identified to be charity shops.

### Vacancy Rate

The number of vacant units identified was 10, which is a vacancy rate of 12.35%. This is higher than 2016 when a rate of 10.13% was found and is above the 10% commonly used in Scotland to indicate the relative health of a town centre.

Floor space data obtained from the Regional Assessor indicates that there is approximately 1798.8sqm of vacant floor space in Buckie town centre. This is approximately 14% of the Comparison, Convenience, Retail Service and Leisure Service floor space. There has been an increase in the vacant floor space. This is due to the closure of 'Cruickshanks' which operated over two floors. There is approximately 89.37m of vacant retail frontage in the town centre (figure obtained by scaling off OS-base plans). This figure equates to approximately 9.2% of the retail frontage of the traditional shopping streets in the town centre- (e.g. the core retail area of East Church Street; West Church Street and High Street). This is an increase from the 5.7% reported in 2016.

### Buckie Summary

There is a reasonable range of convenience goods shopping and comparison goods shops and a good range of retail services available for a town of this size. The number of vacant units identified was 10, which is a vacancy rate of 12.35%. and an increase when compared to 2016. An increase in footfall was recorded when compared to 2016. In overall terms, Buckie shows comparatively weak signs of vitality and viability compared to 2016 and other Moray towns.

## 8. Lossiemouth Town Centre Health Check

Whilst footfall was very low in comparison to previous years, there has been a drop in shop vacancies. New occupiers include Sea Scents, Salon Red, Mario's Takeaway, Barbers, My and Your Hairdressers. This suggests continued confidence in the location for investment. Two new units became vacant with the Charity Shop and Marie Louise hairdresser closing.

### Pedestrian Footfall

A pedestrian flow count was undertaken by Moray Council staff on Friday 29<sup>th</sup> June 2018 (between 10.00 and 13.00). Pedestrian footfall data was collected at two positions. Details of the survey locations are provided below with a plan at appendix II.

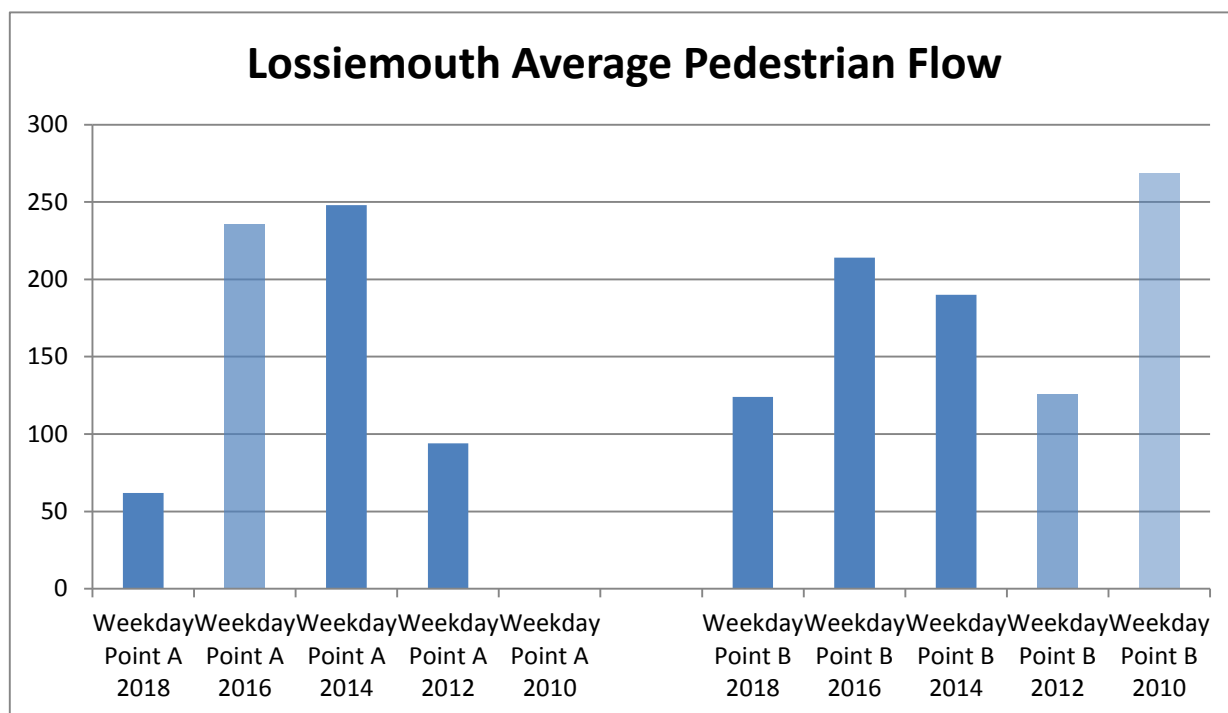
### Details of Lossiemouth Footfall Survey

Enumeration Point	Location
<b>A</b>	No. 80 Queen Street (Co-op)
<b>B</b>	No. 15 Clifton Road- (Rizza's Ices)

Of the two locations, point B recorded the busiest footfall. It is notable that the weather conditions were reasonably favourable on the count day, being dry and hot. Generally footfall was significantly lower than the previous years. A significant decrease was noted at point A where footfall was just under four times lower than 2016. However, the footfall figures show some similarity to the 2012 survey.

An overview of the average hourly flows for 2018 together with previous survey results is shown below.

### Lossiemouth Average Hourly Pedestrian Flow



**\*\* Survey count undertaken at different location in 2010 for Point A**

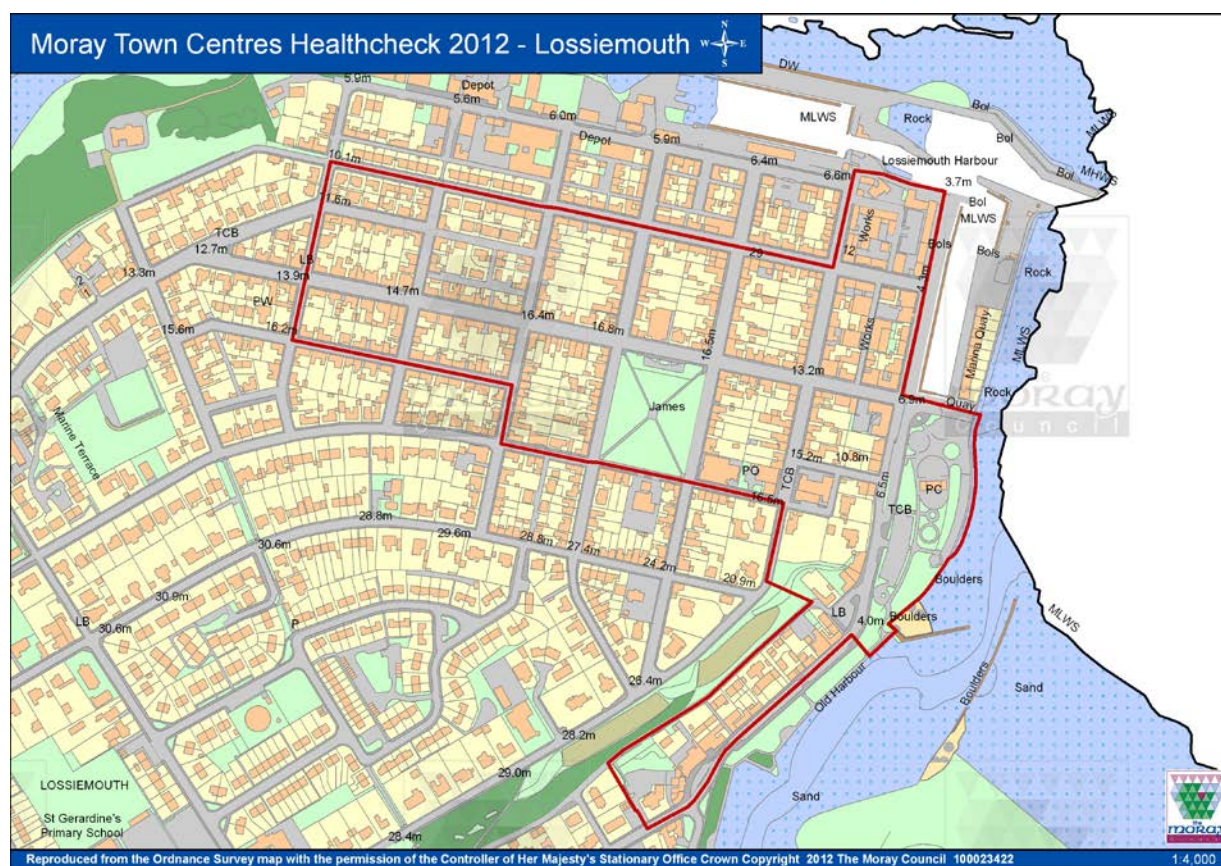
Analysis of the Friday count revealed that overall, pedestrian flow was lowest during the 12.00 to 13.00 period. Further details of the weekday Time of Day Analysis is illustrated below.

## Lossiemouth Footfall- Time of Day Analysis Friday 29<sup>th</sup> June 2018

	Enumeration Point	10.00-11.00	%	11.00-12.00	%	12.00-13.00	%
A	No. 78 Queen Street (Co-op)	9	29.0%	16	51.6%	6	19.4%
B	No. 15 Clifton Road- (Rizza's Ices)	11	17.7%	28	45.2%	23	37.1%
	<b>Total</b>	<b>20</b>	<b>21.5%</b>	<b>44</b>	<b>47.3%</b>	<b>29</b>	<b>31.2%</b>

## Diversity of Uses

Lossiemouth does not contain a defined 'town centre', however the map of the study area used in 2010 has been used to define the boundaries for the survey. This can be found below (*Map 1*).



The overall mix of uses and the quantum of floor space they occupy is summarised in the table below.

## Lossiemouth Diversity of Uses

Summary of Lossiemouth Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	10	2164.7	10	2637
Convenience	6	576	6	576
Retail Service	12	933.1**	9	427.3**
Leisure Service	21	1639*	18	1995.3*
Financial & Business Service	4	816.5	5	931.11
Health & Medical	2		1	
Public Service	5		3	
Religious Service	2		1	
General Office Use	1		1	
Vacancy	5	225.8*	6	540.6***
Total	68	6908.4	65	7089.5
Notes:				
* The Regional Assessor does not hold floor space data for Hotels and Public House premises.				
**No data for units within 4 Pitgaveny Street				

## Retailer Representation

There are two national (Scottish/UK) multiples in the town out of a total of 28 retail goods/service shops – that is 7.1%.

## Vacancy Rate

The number of vacant units identified by Moray Council planning staff was three, which is a vacancy rate of 9.2%. This is a decrease of one unit since the 2016 health check. This is below the 10% rule of thumb used in Scotland to indicate the relative health of a town centre.

Floor space data obtained from the Regional Assessor indicates that there is approximately 225.8sqm of vacant floor space in the Lossiemouth study area.

## Lossiemouth Summary

There are few multiple retailers and independent retailers predominate in Lossiemouth. In addition to retailing the centre is also a popular destination for tourists with number buildings offering tourist attractions including the Fishery Museum and The Warehouse Theatre on Pitgavney Quay. Convenience shopping needs are provided for by a number of smaller store units within the wider town centre. Otherwise the depth of goods on offer in the centre is somewhat limited. The number of vacant units identified was five.

## 9. Smaller Settlements Health Check

Limited health check assessments were carried out for Aberlour, Dufftown, Fochabers and Rothes. The following Vitality and Viability Indicators have been examined for these areas: Diversity of Uses; Retailer Representation; and Vacancy Rates

### Diversity of Uses

The overall mix of uses and the quantum of floor space is summarised in the table below along with the 2016 results. It is notable that Dufftown has 19 Leisure Service outlets (e.g. restaurants, cafes, hotels and guesthouses etc). This illustrates the importance of tourism to the centre.

Other than specialist stores the main-stream comparison retail range in these smaller settlements is very limited. Convenience shopping needs are provided for by a number of smaller stores, such as the Co-operative stores in Aberlour, Dufftown and Fochabers. Rothes is serviced by a McColl's and Costcutter.

It is notable that banks in Aberlour and Fochabers have now closed. These are not counted within the vacancies as the last previous use was Financial and Business.

### Aberlour Diversity of Uses

Summary of Aberlour Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	7	613	7	510.9
Convenience	4	666.7	5	806.3
Retail Service	5	1665.2	4	1661.6
Leisure Service	10*	572.9	9	572.9*
Financial & Business Service	2	191.1	2	233.4

Health & Medical	2		2	
Public Service	4		3	
Religious Service	1		1	
General Office Use	0		1	
Vacancy	1	70.1	0	0
<b>Total</b>	<b>36</b>	<b>3779</b>	<b>34</b>	<b>3785.1</b>
<b>Notes:</b> * No floor space data for 7 Broomfield Square. Also the Regional Assessor does not hold floor space data for Hotels and Public House premises.				

### Dufftown Diversity of Uses

Summary of Dufftown Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	7	291.8	10	356.8
Convenience	7	825.7	6	825.8
Retail Service	4	599.2	4	82.3
Leisure Service	19	1403.5*	18	1294.3*
Financial & Business Service	4	881.5	2	1328.2
Health & Medical	0		0	
Public Service	3		3	
Religious Service	0		0	
General Office Use	0		0	
Vacancy	2	93.8	4	0
<b>Total</b>	<b>46</b>	<b>4095.5</b>	<b>47</b>	<b>4196.2</b>
<b>Notes:</b>				
* The Regional Assessor does not hold floor space data for Hotels and Public House premises.				

## Fochabers Diversity of Uses

Summary of Fochabers Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	9	810.5	7	693
Convenience	4	287.5	4	631.1
Retail Service	2	78.5	3	125.7
Leisure Service	9	439.5*	9	439.5*
Financial & Business Service	1	197.8	2	312.2
Health & Medical	2		2	
Public Service	2		2	
Religious Service	1		1	
General Office Use	2		2	
Vacancy	1	343.6	1	70.3
<b>Total</b>	<b>33</b>	<b>2157.4</b>	<b>33</b>	<b>2271.8</b>
Notes:				
* The Regional Assessor does not hold floor space data for Hotels and Public House premises.				

## Roths Diversity of Uses

Summary of Roths Diversity of Uses Survey				
	2018		2016	
Type of Use	No. of Outlets	Floor space (sqm)	No. Of Outlets	Floor space (sqm)
Comparison	6	276	7	811.9
Convenience	3	474.9	3	474.9
Retail Service	2	362.5	2	362.5
Leisure Service	9	153	9	153
Financial & Business Service	4	838.1	4	203.6



<b>Health &amp; Medical</b>	1		1	
<b>Public Service</b>	6		4	
<b>Religious Service</b>	1		1	
<b>General Office Use</b>	0		0	
<b>Vacancy</b>	3	275.6	2	234.5
<b>Total</b>	35	2380.1	33	2240.4

### Retailer Representation

The overall number and percentage of national multiples (Scottish/UK) is summarised below. This relates to retail shops and services.

#### Smaller Settlements- Retailer Representation

<b>Town</b>	<b>Aberlour</b>	<b>Dufftown</b>	<b>Fochabers</b>	<b>Roths</b>
<b>Total Retail Goods Shops*</b>	16	18	15	11
<b>No. of National Multiples</b>	1 (6%)	2 (11%)	2 (13%)	2 (18%)

### Vacancy Rate

The overall number and percentage of vacant outlets identified in the centres of Aberlour, Dufftown, Fochabers and Roths are set out below. The only settlement with a vacancy higher than the 10% rule of thumb used in Scotland to indicate the relative health of a town centre is Roths. It is noted that the vacant unit (former Butchers) in Aberlour now has consent for change of use to a house.

#### Smaller Settlements- Vacancy Rates

<b>Town Centre</b>	<b>Total no. of Shops*</b>	<b>No. of Vacant Retail Outlets**</b>	<b>% of Vacant Outlets</b>	<b>Vacant Floor space (sqm)</b>
<b>Aberlour</b>	27	1	3.7%	70.1
<b>Dufftown</b>	39	2	5.1%	93.8
<b>Fochabers</b>	25	1	4%	343.6
<b>Roths</b>	27	3	11.1%	275.6

**Notes:**

**\*Total Shops:** This figure is compiled from the total number of Comparison; Convenience; Retail Service; and Leisure Service outlets within the town centre

**\*\* Vacant Retail Outlets:** Vacancies are measured for vacant Comparison; Convenience; Retail Service; and Leisure Service outlets only

**\*\*\*Estimate only-** missing data from Regional Assessor

### **Smaller Settlements Summary**

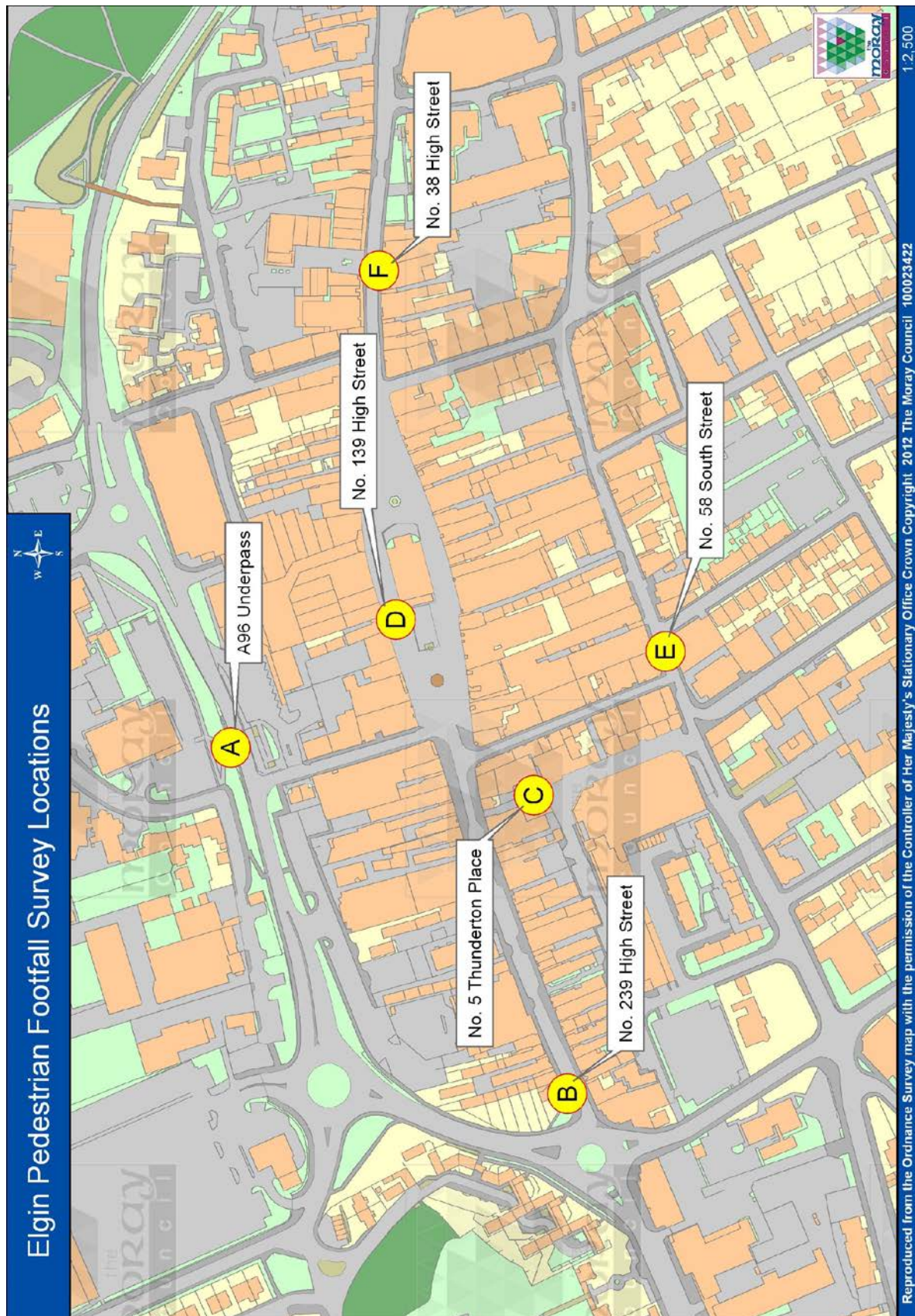
It is notable that Dufftown has 19 Leisure Service outlets (e.g. restaurants, cafes, hotels and guesthouses etc.) which illustrate the importance of tourism to the centre. Convenience shopping needs are provided for by a number of smaller store units, such as the Co-operative stores in Aberlour, Dufftown and Fochabers. Rothes is serviced by a McColls outlet. The vacancy rate in Rothes was 11%, which is above 10% used in Scotland to indicate the relative health of a town centre. However vacancies here only represent three units. In all other towns vacancy rates are below 10%.

## Appendix I: Location of Key Centres

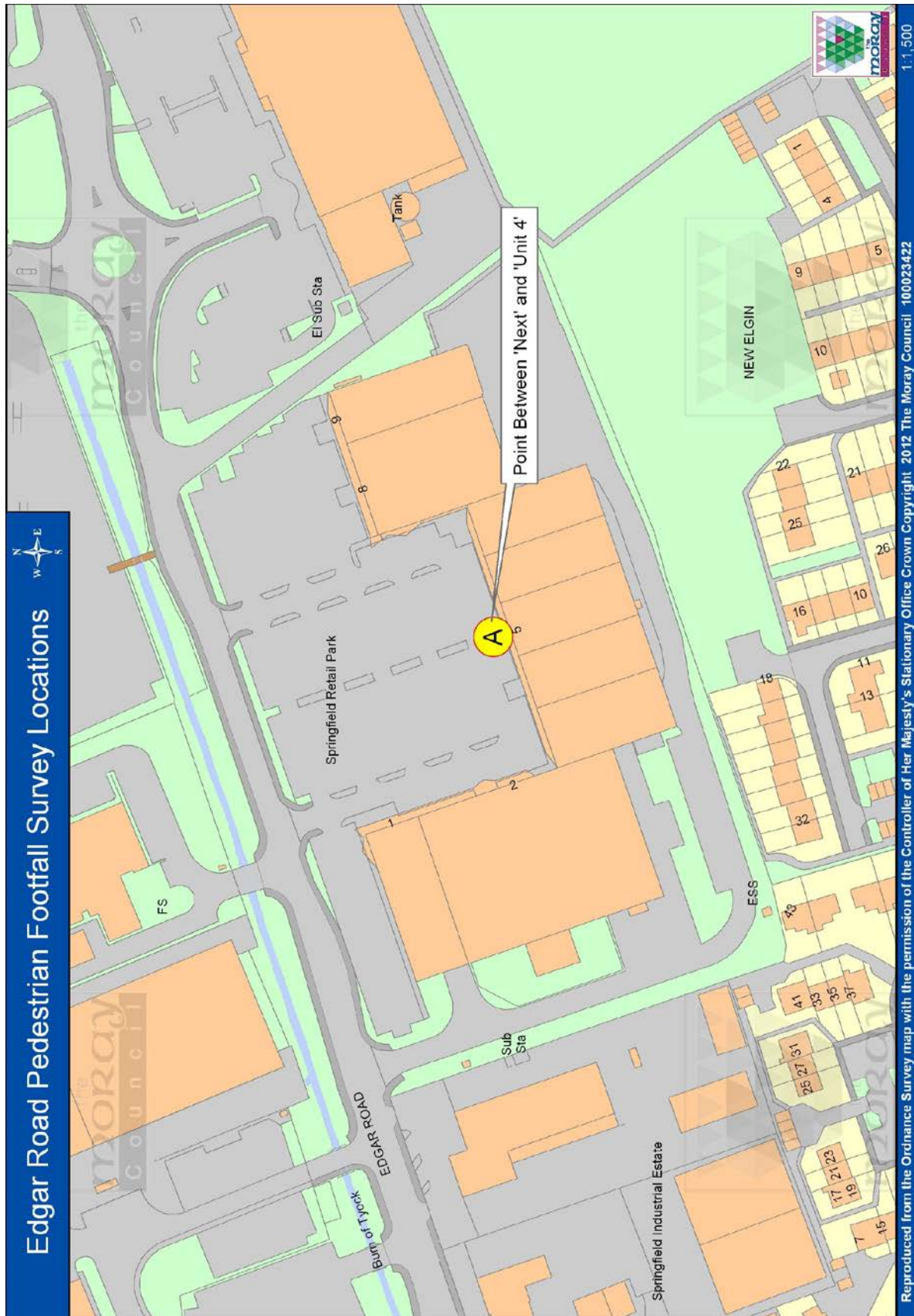




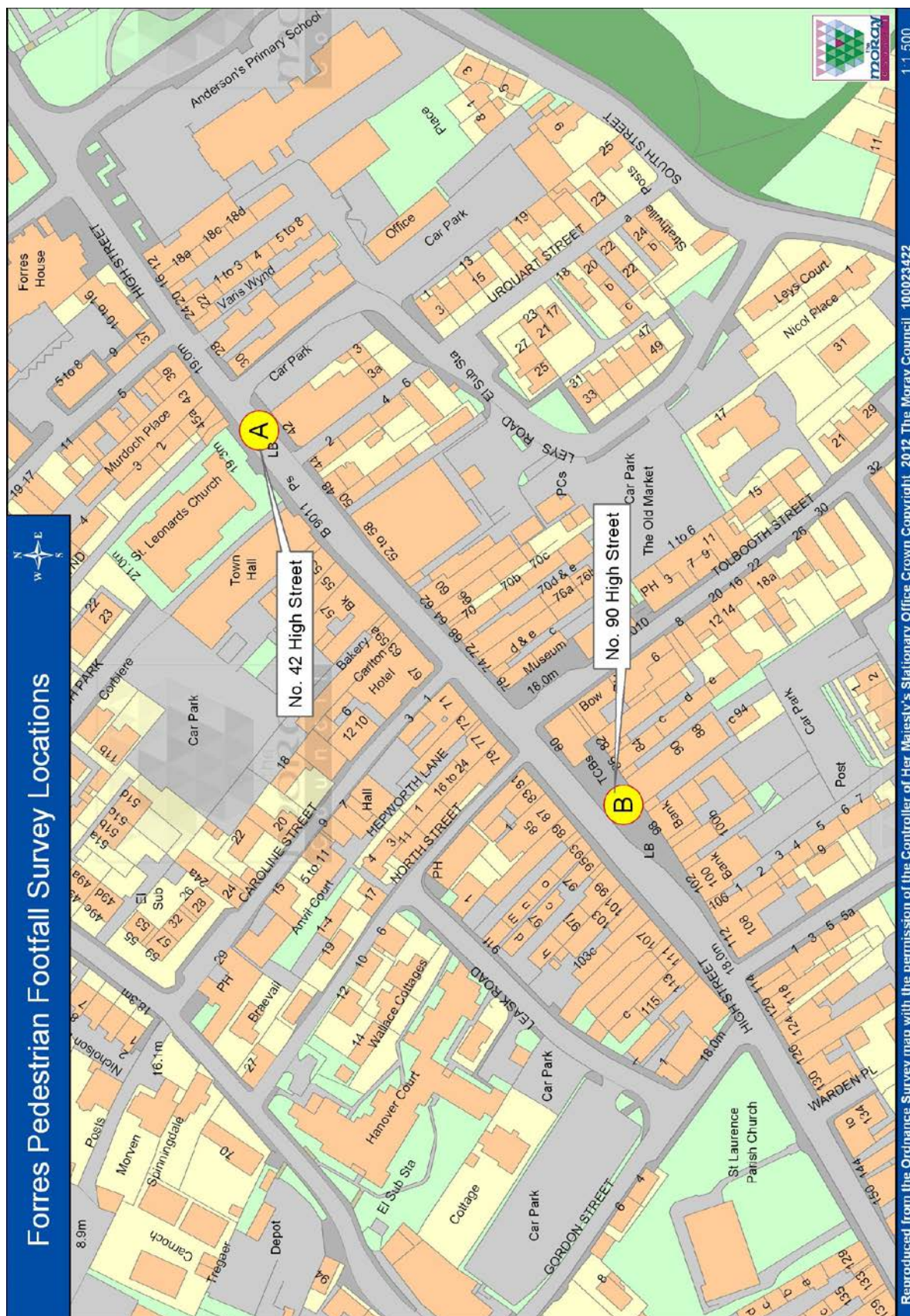
## Appendix II: Plans of Footfall Survey Locations



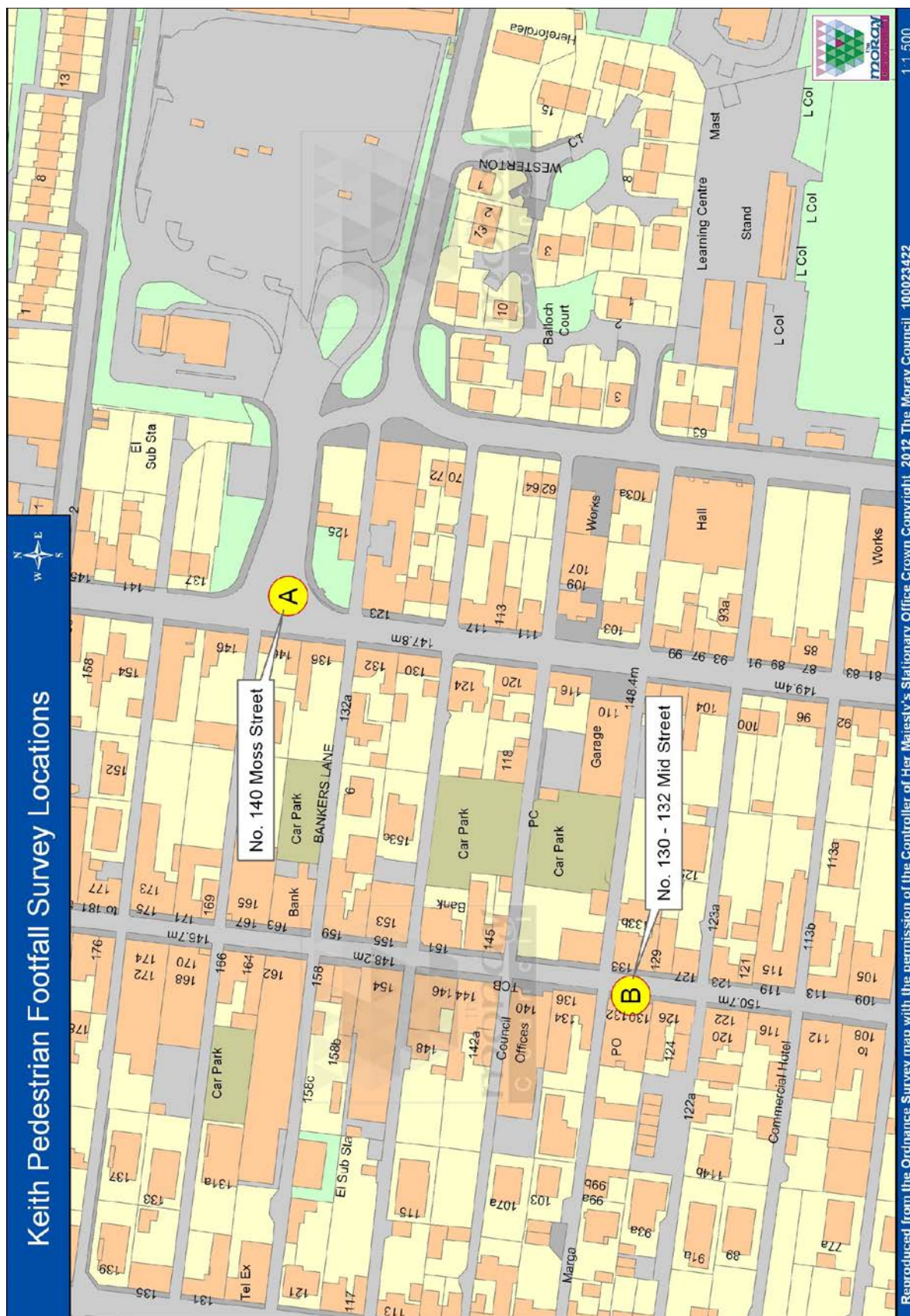




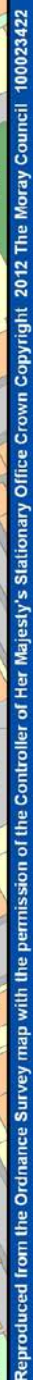




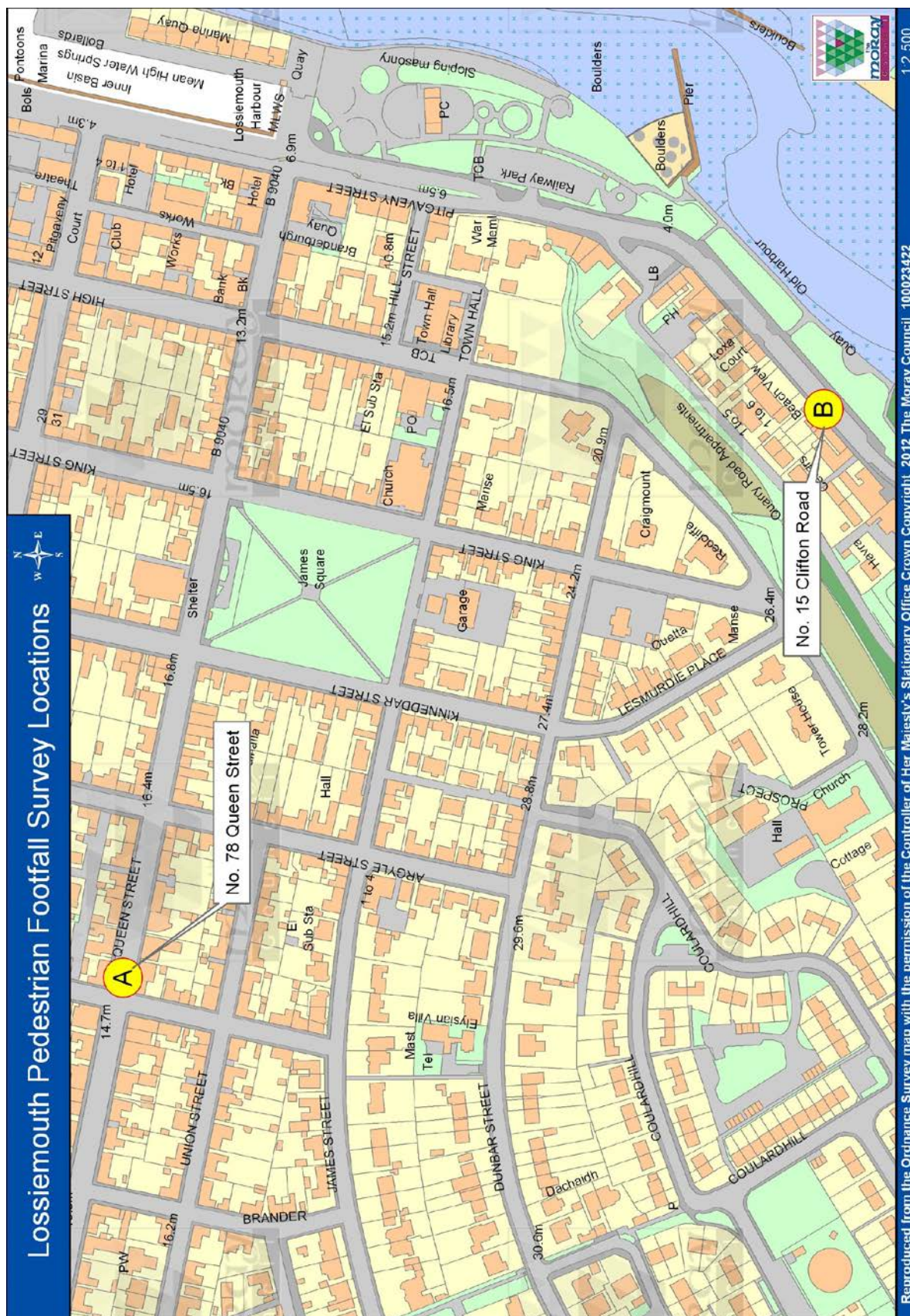












### Appendix III: GOAD Categories and Classifications

GOAD Class	GOAD Sub-Class	Primary Activity	Code
Retail	Comparison	Antiques shops	COM 1
Retail	Comparison	Art & Art dealers	COM 2
Retail	Comparison	Booksellers	COM 3
Retail	Comparison	Carpets and Flooring	COM 4
Retail	Comparison	Charity Shops	COM 5
Retail	Comparison	Chemists & Drugstores	COM 6
Retail	Comparison	Children's & Infants wear	COM 7
Retail	Comparison	Crafts, Gifts, China & Glass	COM 8
Retail	Comparison	Cycles & Accessories	COM 9
Retail	Comparison	Department and Variety Stores	COM 10
Retail	Comparison	DIY & Home Improvement	COM 11
Retail	Comparison	Electrical & Other Durable Goods	COM 12
Retail	Comparison	Florists	COM 13
Retail	Comparison	Footwear	COM 14
Retail	Comparison	Furniture	COM 15
Retail	Comparison	Gardens & Equipment	COM 16
Retail	Comparison	Greeting Cards	COM 17
Retail	Comparison	Hardware & Household Goods	COM 18
Retail	Comparison	Jewellery, Watches & Silver	COM 19
Retail	Comparison	Mixed Clothing	COM 20
Retail	Comparison	Ladies Wear & Accessories	COM 21
Retail	Comparison	Leather & Travel Goods	COM 22
Retail	Comparison	Men's Wear & Accessories	COM 23
Retail	Comparison	Music & Musical Instruments	COM 24
Retail	Comparison	Stationers	COM 25
Retail	Comparison	Office Supplies	COM 26
Retail	Comparison	Other Comparison Goods	COM 27
Retail	Comparison	Photographic	COM 28
Retail	Comparison	Second Hand Goods & Books	COM 29
Retail	Comparison	Sports, Camping & Leisure Goods	COM 30
Retail	Comparison	Telephones & Accessories	COM 31
Retail	Comparison	Textiles & Soft Furnishings	COM 32
Retail	Comparison	Toys, Games & Hobbies	COM 33
Retail	Comparison	Vehicle & Motorcycle Sales	COM 34
Retail	Comparison	Vehicle Accessories	COM 35
Retail	Comparison	Opticians	COM 36
Retail	Convenience	Bakers & Confectioners	CNV 1

<b>Retail</b>	Convenience	Butchers	CNV 2
<b>GOAD Class</b>	<b>GOAD Sub-Class</b>	<b>Primary Activity</b>	<b>Code</b>
<b>Retail</b>	Convenience	Convenience Store, Groceries & Frozen Food	CNV 3
<b>Retail</b>	Convenience	Delicatessen	CNV 4
<b>Retail</b>	Convenience	Fishmonger	CNV 5
<b>Retail</b>	Convenience	Health Foods	CNV 6
<b>Retail</b>	Convenience	Markets	CNV 7
<b>Retail</b>	Convenience	Off licence	CNV 8
<b>Retail</b>	Convenience	Shoe repairs etc	CNV 9
<b>Retail</b>	Convenience	Supermarkets	CNV 10
<b>Retail</b>	Convenience	Confectionery, Tobacconist, Newsagent	CNV 11
<b>Retail</b>	Retail Service	Clothing & Fancy Dress Hire	RS 1
<b>Retail</b>	Retail Service	Dry Cleaner & Laundrette	RS 2
<b>Retail</b>	Retail Service	Filling Stations & Garages	RS 3
<b>Retail</b>	Retail Service	Health & Beauty (e.g. beauticians, nail bars)	RS 4
<b>Retail</b>	Retail Service	Hairdressers/Barbers	RS 5
<b>Retail</b>	Retail Service	Other Retail Outlets	RS 7
<b>Retail</b>	Retail Service	Photo Processing	RS 8
<b>Retail</b>	Retail Service	Photo Studio	RS 9
<b>Retail</b>	Retail Service	Post Offices	RS 10
<b>Retail</b>	Retail Service	Repair, Alterations & Restoration	RS 11
<b>Retail</b>	Retail Service	Travel Agents	RS 12
<b>Retail</b>	Retail Service	Vehicle Rental	RS 13
<b>Retail</b>	Retail Service	Vehicle Repair & Services	RS 14
<b>Retail</b>	Other Retail	Shops	OR 1
<b>Service</b>	Leisure Services	Bars, Wine Bars & Public House	LS 1
<b>Service</b>	Leisure Services	Bingo & Amusement	LS 2
<b>Service</b>	Leisure Services	Cafes	LS 3
<b>Service</b>	Leisure Services	Casino & Betting Offices	LS 4
<b>Service</b>	Leisure Services	Cinemas, Theatres & Concert Halls	LS 5
<b>Service</b>	Leisure Services	Clubs	LS 6
<b>Service</b>	Leisure Services	Disco, Dance & Nightclub	LS 7
<b>Service</b>	Leisure Services	Fast Food & Takeaways	LS 8
<b>Service</b>	Leisure Services	Hotels & Guest Houses	LS 9
<b>Service</b>	Leisure Services	Restaurants	LS 10
<b>Service</b>	Leisure Services	Sports & Leisure Facilities	LS 11



<b>Service</b>	Financial & Business Services	Building Society	FBS 1
<b>Service</b>	Financial & Business	Building Supplies & Services	FBS 2
<b>Service</b>	Financial & Business Services	Business Goods & Services	FBS 3
<b>GOAD Class</b>	<b>GOAD Sub-Class</b>	<b>Primary Activity</b>	<b>Code</b>
<b>Service</b>	Financial & Business Services	Employment & Careers	FBS 4
<b>Service</b>	Financial & Business Services	Financial Services	FBS 5
<b>Service</b>	Financial & Business Services	Legal Services	FBS 6
<b>Service</b>	Financial & Business Services	Other Business Services	FBS 7
<b>Service</b>	Financial & Business Services	Printing & Copying	FBS 8
<b>Service</b>	Financial & Business Services	Property Services	FBS 9
<b>Service</b>	Financial & Business Services	Retail Banks	FBS 10
<b>Service</b>	Health & Medical Services	Chiropodist	HMS 1
<b>Service</b>	Health & Medical Services	Dental Surgery	HMS 2
<b>Service</b>	Health & Medical Services	Doctors Surgery	HMS 3
<b>Service</b>	Health & Medical Services	Health Centre	HMS 4
<b>Service</b>	Health & Medical Services	Nursing Home	HMS 5
<b>Service</b>	Health & Medical Services	Osteopath	HMS 6
<b>Service</b>	Health & Medical Services	Other Health & Medical Service	HMS 7
<b>Service</b>	Health & Medical Services	Rest home	HMS 8
<b>Service</b>	Health & Medical Services	Veterinary surgery	HMS 9
<b>Service</b>	Public Service	Advice Centre	PS 1
<b>Service</b>	Public Service	Community Centre	PS 2
<b>Service</b>	Public Service	Council Offices	PS 3
<b>Service</b>	Public Service	Educational Establishment	PS 4
<b>Service</b>	Public Service	Emergency Services	PS 5
<b>Service</b>	Public Service	Information Centre	PS 6
<b>Service</b>	Public Service	Kindergarten	PS 7
<b>Service</b>	Public Service	Library	PS 8
<b>Service</b>	Public Service	Museum & Art Gallery	PS 9

<b>Service</b>	Public Service	TA/Cadet Centre	PS 10
<b>Service</b>	Public Service	Tourist Information	PS 11
<b>Service</b>	Religious Service	Place of Worship	REL
<b>Vacant</b>	Vacant Retail	Vacant Shop	VAC 1



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 19 FEBRUARY 2019**

**SUBJECT: ELGIN BUSINESS IMPROVEMENT DISTRICT – RENEWAL  
BALLOT**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT,  
PLANNING & INFRASTRUCTURE)**

### **1. REASON FOR REPORT**

- 1.1 To seek the Committee's approval to support the re-ballot for the Elgin Business Improvement District (BID).
- 1.2 This report is submitted to Committee in terms of Section III (F) (2, 3, 4, and 28) of the Council's Scheme of Administration relating to exercising the statutory functions of the Council in relation to economic development, commercial development, assistance to business and tourism development.

### **2. RECOMMENDATION**

**2.1 It is recommended that the Committee agrees to:**

- i) **continue the support of the Elgin BID through undertaking the re-ballot; and**
- ii) **note a further report will be presented to this Committee with full business plan details including levy and any potential future financial implications for the Council.**

### **3. BACKGROUND**

- 3.1 A Business Improvement District (BID) is a business led partnership, often including local authorities, to provide additional services and initiatives which will benefit the local economy within a defined area. For traditional town centre BIDs it ranges from events, marketing, environmental improvement and transport to security.
- 3.2 BIDs are developed and managed by the business sector with projects being partly funded through a compulsory levy, which can be calculated on the non-domestic rates valuation. All tenants and, if applicable, property owners, who will be asked to pay this contribution will be invited to vote on whether a BID

proposal will go ahead or not. The voting on a BID is governed by legislation, with the proposal only being able to go ahead if there is a minimum turnout of 25% of eligible voters and more than half of the businesses voting in favour; they must represent more than 50% of the rateable value of the businesses that vote. In Scotland the maximum duration of a BID is 5 years, after that it will have to secure another mandate. In Scotland legislation was introduced in April 2007 with 37 established BIDs and more under development.

- 3.3 The first successful Elgin BID ballot took place in November 2009 with a turnout of 45% and 75.25% voting in favour, representing 72% in favour by rateable value. The renewal ballot in November 2014 had a turnout of 52.38% with 56.48% voting in favour, representing 66.53% in favour by rateable value.
- 3.4 The Elgin BID became operational on 1 February 2010 with the establishment of the City of Elgin BID Ltd comprising of a board of 14 directors representing a cross-section of businesses with 3 representatives of the public sectors within the BID area.
- 3.5 Operating agreements between Moray Council & City of Elgin BID Ltd have been in place for both durations of the BID. It includes Moray Council's contribution of £520,000 to cover all administration costs for 10 years enabling all levy payments to be invested in projects and services. Close partnership working has led to a total investment of over £ 5.8 million for the regeneration of Elgin's town centre.
- 3.6 Building on the success of the previous and present City of Elgin BID, it is proposed to secure a further 5 year mandate through a re-ballot process. The request with highlights of what has been achieved during the present BID phase is enclosed as **APPENDIX I**.
- 3.7 Surveys and consultation workshops with all stakeholders have started and further ones will take place over the next 4 months to establish the geographically defined area, priority themes, projects and services with associated costs for the next business plan and proposal. It is planned to present the business plan including levy details to this committee on 10 September 2019. Council must decide whether or not to veto the BID proposal following amendments if required, by 18 September 2019 - 70 days before the ballot date.
- 3.8 **Key Dates and Ballot** – Under the legislation, 98 days' notice is required to the Scottish Government and Local Authority with the final BID business plan and proposal being submitted by 21 August 2019. It is proposed that the ballot procedure will be sub-contracted to the Electoral Reform Society, which has carried out the majority of BID ballots in the UK including the Elgin BID ballot in 2009 and 2014. The provisional dates are:
  - Publish notice of the ballot by 2<sup>nd</sup> October 2019
  - Ballot papers to be issued by 16<sup>th</sup> October 2019
  - Final day for voting papers to be received by 27<sup>th</sup> November 2019
  - Announcement of ballot results by 28<sup>th</sup> November 2019



#### **4. SUMMARY OF IMPLICATIONS**

**(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

The Elgin BID renewal ballot proposal will contribute to the corporate plan priority to promote economic development and growth, also the LOIP priority of a growing and sustainable economy.

**(b) Policy and Legal**

The legislation which implement BIDs in Scotland are:

- The Planning etc (Scotland) Act 2006 (Part 9)
- The Business Improvement Districts (Scotland) Regulations 2007
- The Business Improvement Districts (Ballot Arrangements) (Scotland) Regulations 2007 and
- The Planning etc (Scotland) Act 2006 (Business Improvement Districts Levy) Order 2007

Under the legislation where the local authority is of the view that the BID proposal or renewal and preliminary procedures conflict with a policy formally adopted and published by the authority, the authority shall notify the BID proposer in writing explaining the nature of that conflict.

A local authority can veto a detailed BID proposal if it conflicts with any of the above Acts or for reasons such as the proposed levy would create disproportionate or unreasonable financial burden amongst rate payers. However an appeal against a veto will be decided by the Scottish Ministers.

As in the present Elgin BID arrangements, any proposed improvement projects and services will be in addition to any existing provisions provided by Moray Council and Community Planning Partners. It is intended to continue the operational agreement between Moray Council and City of Elgin BID Company, which will be up dated in consultation with Legal to reflect all changes.

**(c) Financial implications**

For the proposed renewal ballot of the Elgin BID any development cost such as surveys, printing and the ballot cost will be paid for by the City of Elgin BID Ltd. Full details of levy including collection fees and any software costs associated with the administration of the levy by Taxation Team staff will be presented to this committee in September 2019.

**(d) Risk Implications**

There are no risk implications arising from this report.

**(e) Staffing Implications**

The Economic Development section will continue to work with the Elgin BID company to maximise income from funding streams as they arise and assist in the development of the next Elgin BID proposal.

**(f) Property**

Moray Council would be liable to pay a levy (yet to be finalised) for any property within the Elgin BID area, should the re-ballot be successful.

**(g) Equalities/Socio Economic Impact**

There are no equalities/socio economic impacts arising from this report.

**(h) Consultations**

The Corporate Director (Economic Development Planning & Infrastructure), the Head of Development Services, the Legal Services Manager (Property and Contracts), the Equal Opportunities Officer, the Taxation Manager, Paul Connor (Principal Accountant) and Lissa Rowan (Committee Services Officer) have been consulted and comments received have been incorporated into the report.

**5. CONCLUSION**

- 5.1 The Elgin BID has proven to be a sustainable regeneration model for the City Centre. It is democratic, time bound, accountable and provides a clear mandate for actions. It relies on a strong, committed and solution orientated partnership with a clear vision and leadership.**
- 5.2 The close partnership work has enabled to attract substantial additional investments into Elgin – none could have been achieved by a single organisation.**
- 5.3 A successful renewal ballot of the Elgin BID will enable implementation of further actions and priorities and ensures a vibrant future for the City Centre.**

Author of Report: Reni Milburn, Principal Officer Economic Development  
Background Papers: Proposals, correspondence and reports on file in  
Environmental Services, Economic Development and  
Planning Section

Ref:

## APPENDIX I



Elgin Business Improvement District (Embrace Elgin) has been working for and with the Moray Council and the businesses in Elgin City Centre for the last 9 years. We are proud to have raised the profile of the Elgin business community, assisted new businesses to find properties & get established and promoted Elgin as a place to Embrace, Enjoy and Explore.

In Autumn 2019 we wish to return to Renewal Ballot, allowing the BID membership to decide if the BID should continue for a third term. Consultations and surveys have already begun with the membership to gather their views, opinions and identify their priorities moving forward.

Below, you will find a short “Snapshot” of what has been achieved in Phase 2, more detailed information can be found in the Annual Reports and Mid Term Review, all of which are available on the Embrace Elgin Website at [www.embraceelgin.co.uk](http://www.embraceelgin.co.uk)

#### What Has Been Achieved

- Private sector investment was instrumental in securing the CARS project funding worth more than £3 million. The project carried out work to restore historic buildings & remove vegetation removal of upper floors.
- Elgin Achieved WorldHost Customer Service Destination Status, with BID chairing the Management Group that went on to secure Regional Status for Moray
- Seagull project initiated, which saw a tangible reduction in the number of nests and baby birds in the city in 2018
- Elgin Gift Card Launched – Town Centre Gift Card being accepted by more than 80 business members, encouraging people to shop local
- Food & Drink Guide created – featuring every business member who supplies a food offering (from sandwiches to steaks)
- Business Map created in partnership with the Moray Council – Which promotes every business member
- Extensive City marketing – through printed press, radio and television & social media
- Business Promotion – Via Social media utilising a variety of platforms - free to all BID members
- Marketing of vacant properties – BID promotes vacant properties and where possible shows properties on behalf of the owners and
- Filling of vacant properties – by promoting buildings to prospective new owners and organising property viewings to facilitate easy and quick access
- Digital Signage – now in place across the city promoting the city centre as a great place to visit
- Grants – have been available via CARS project and the BID Grant Scheme
- Comfort Scheme – to support visitor offering by offering accessible toilet facilities within the city centre
- Promotion of Moray Council support – we have distributed information to members on issues such as waste reviews and information sessions

- Business Member Bulletin – Keeping all members updated with what is happening and activities they can get involved in
- Mediation for members – Where businesses have a problem we are often called on for support and advice
- Free business workshops with subject-matter experts
- Promotion of business members in professional sectors – Professional Service Catalogue
- New street signage
- Vacant Shop rate has fallen from 15.93% in May 2016 to 8.7% (36) buildings in October 2018
- Elgin App – being launched early in 2019 to promote the businesses and What's On.
- Collaborative marketing – ensuring best value and market penetration



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 19 FEBRUARY 2019**

**SUBJECT: SUPPLIER DEVELOPMENT PROGRAMME**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT,  
PLANNING & INFRASTRUCTURE)**

## **1. REASON FOR REPORT**

- 1.1 To provide information about membership of the Supplier Development Programme (SDP).
- 1.2 This report is submitted to Committee in terms of Section III (F) (2) of the Council's Scheme of Administration relating to the exercise of functions that promote economic development.

## **2. RECOMMENDATION**

### **2.1 It is recommended that the Committee considers:**

- i) what full membership of the Supplier Development Programme would bring and then either;
- ii) continue associate membership or;
- iii) trial full membership in 2019/20 and review the trial through a report to a future meeting of this committee.

## **3. BACKGROUND**

- 3.1 On 15 May 2018, this Committee considered a report regarding activities undertaken by the Council to support supplier development (paragraph 9 of the minute refers); these are set out in **Appendix 1**. This included the Council's associate membership of the Supplier Development Programme (SDP) <https://www.sdpScotland.co.uk>. SDP provides training to upskill small and medium sized enterprises looking to win business from the public sector. It has been available across Scotland since 2014 following an initial investment from the Scottish Government Procurement Service. Moray Council has been an associate member of the programme since 2014. The cost of associate membership has been £1,200 which gives access to on-line materials (webinars) produced by SDP and notification of procurement opportunities. Associate membership also allows the Council to participate on

the board of SDP and in its network groups. It includes a page on the SDP website which provides information about supplier development in Moray with contact information.

- 3.2 In July 2018 the Council was advised by SDP that associate membership of SDP is coming to an end; that membership should transition to full membership by 2020. This change is because SDP considers the intervention they offer is widening from training for business relating to local authority procurements to include procurements from other central government agencies.
- 3.3 In the aforementioned report to this committee in May 2018, reservations were raised by business support staff which include Business Gateway Moray about the reach of SDP and the demand for its training in Moray. As of that date most SDP activities including “one to many” advice has taken place in the central belt.
- 3.4 In September 2018 SDP held a meet the buyer event in Inverness, 350 businesses which supply services attended from across the country. Business Gateway together with other local business support agencies helped to publicise the event to attract local business to participate.
- 3.5 The Moray Council Payments Manager presently sits on the Board of SDP and advises there is a drive by SDP to engage with all 32 councils at a consistent (full membership) level in order to deliver a national product with the support of the Scottish Government, and that it will be the main driver in Scotland for supplier development. At present Moray is one of only 3 councils who have not yet moved to full membership. Since the previous report to this committee the Chair of the Board of SDP has written to the Council to set out what it would receive in return for full membership **Appendix 2**. In summary SDP full membership would include:
- At least 4 face to face training sessions for business delivered throughout the year in the council area.
  - A “Talking Tenders” webinar with Moray Council. This offers Moray Council an opportunity for their procurement personnel to broadcast via webinar – how to tender/ do business with the Council, where SDP staff list the event on its website and manage the bookings.
  - Consideration of featured categorised events. That is where the Council identify an opportunity, where they would like to carry out some early intervention e.g. a known market where suppliers are less likely to understand the tender process.
  - Moray Growth Deal. SDP has experience of raising awareness of City Deal projects and would offer its marketing and event services to support Moray Council for related supplier engagement events relating to these projects.
- 3.6 For training provided by SDP, Moray Council staff would have to identify the audience, book venues and support the events.
- 3.7 Associate membership of SDP is presently managed from a part of the operational budget of Business Gateway. The core service of Business Gateway is the provision of one to one advice and one to many training for small and medium sized enterprises; expenditure is mainly on workshops.

- 3.8 If it is agreed to pilot full membership, the additional cost (£3,600) could be met in 2019/20 from not holding a Business Week (£1,500) for one year which will be difficult to achieve this year in any event with reductions in staffing from the Chamber and Council and from down scaling the annual funding seminar to a much smaller event.
- 3.9 It is recommended that if the Committee is minded to become a full member of the programme that in 2019/20 it trials the service, with an evaluation undertaken at the end of the year. Further it is recommended that a review of the trial is considered by this committee to determine how to proceed regarding membership thereafter.

#### **4. SUMMARY OF IMPLICATIONS**

**(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

Supplier development is an activity which can help existing business win contracts procured by the public sector. This can support the corporate plan priority to promote economic development and growth, also the LOIP priority of a growing and sustainable economy.

**(b) Policy and Legal**

The Council considers support for economic development issues on their merits, against the objective to facilitate sustainable economic growth and the desired outcomes of the Ten Year Plan and Corporate Plan.

**(c) Financial implications**

Associate membership of the Supplier Development Programme is £1,200 a year. This is paid from the Business Gateway operational budget. Full membership is £4,800 per year. The additional cost could be managed from the same budget but would lessen the amount available for other business support functions as detailed in the report.

**(d) Risk Implications**

There are no risk implications.

**(e) Staffing Implications**

Existing Moray Council staff from Business Gateway would need to work with SDP to select the most appropriate trainings based on known business need. Staff would need to organise and pay for the venues for training on at least 4 occasions and provide the staffing resource to support training events, staff would be required to evaluate attendance and outcomes at the end of the year

**(f) Property**

There are no property implications.

**(g) Equalities/Socio Economic Impact**

There are no equalities impacts arising from this report.



**(h) Consultations**

The Corporate Director (Economic Development Planning & Infrastructure), the Head of Development Services, the Legal Services Manager, the Payments Manager, the Equal Opportunities Officer, Paul Connor (Principal Accountant) and Lissa Rowan (Committee Services Officer) have been consulted and comments received have been incorporated into the report.

**5. CONCLUSION**

- 5.1 The Council is being asked to consider taking Full Membership of the Supplier Development Programme. If minded to it is recommended that this should be trialled during 2019/20. The trial would be reviewed by the Committee.**

Author of Report: Gordon Sutherland Planning and Economic Development Manager

Background Papers: SDP Letters Appendix 2 to this report  
<https://www.sdpScotland.co.uk/>

Ref: Supplier Development

## Supplier Development in Moray

## APPENDIX 1

1. Ways to help small and medium sized businesses tender for work in the public sector comes under the heading of Supplier Development. The full website addresses for the sites hyperlinked in this document are set out at the end. In Scotland, [Public Contracts Scotland](#) (PCS) is mandated and so used for all procurement activity. [PCSTender](#) PCS(T) is used here in Moray for tenders. The UK Government advertises opportunities over £10,000 through [Contracts Finder](#). For opportunities with the public sector in Wales there is [Sell2Wales](#) and in Northern Ireland [eSourcing NI](#) and [eTenders NI](#). EU-regulated procurements which must be advertised on [Tenders Electronic Daily](#) (TED) a supplement of the Official Journal of the European Union. Scottish EU-regulated public sector procurements are also advertised on PCS as well as TED. TED publishes 520 thousand procurement notices a year, including 210 thousand calls for tenders which are worth approximately €420 billion.
2. There are over 3,000 small and medium sized businesses in Moray many of which are micro enterprises, including sole traders employing less than 10 people. The Moray Economic Strategy 2019-2019 has identified the potential benefits to the economy of supporting SMEs with growth potential; this could include supplier development, in the form of helping them to win business from the public sector inside and outside of Moray and helping those to compete with those business that already exploit this business opportunity.
3. In Moray, supplier development is being facilitated by Business Gateway as part of a supplier development strategy established with the Council's procurement team. The key objectives of the strategy are as follows:

**Objective 1** – To have as many Moray businesses registered on Public Contracts Scotland as possible

**Objective 2** – To help local businesses grow and increase trading ability outside of Moray

**Objective 3** – To equip local businesses with the skills and capability to conduct business using e-Commerce processes

**Objective 4** – To familiarise local businesses with the new European Single Procurement Document (ESPD)

4. The Council facilitates supplier development as follows:

**Pre Tender Events** – The Council shares all of its procurement plans for the next 2 years via a published annual report and annually on PCS. When the Council procures services it publishes prior information notices regarding forthcoming contract opportunities on PCS and holds a pre tender event for potential suppliers. These are promoted to the business community via Business Gateway on social media. The Council's procurement service

supports the pre tender events at which assistance is offered for business to register on PCS. For example in January 2018, the Council held pre tender events regarding forthcoming contract opportunities with the Council in the construction sector. Events were held in Elgin and Mosstodloch; 160 people attended the events. Hosted by Housing and Property services along with Procurement team, Business Gateway also attended the events to signpost businesses to assistance.

#### **Health Checks:**

Based on experience the most important thing we find is for businesses to be tender ready that requires businesses being registered, having profiles on PCS and having appropriate policies in place regarding compliance with legal requirements for tendering. During 2017 working with the Scottish Government Public Contracts Scotland Capability Manager, who is hosted by the Council, officers devised a pilot for the government and carried out health checks for existing Moray businesses registered on PCS. The health checks maximise their readiness to tender for work in the public sector. By September 2017 there were 597 suppliers registered on PCS 71% had an active PCS Alert Profile and 42% had a Supplier Finder Profile. The pilot has now been adopted as a practice with PCS and PCS (T) health checks being available to Business Gateway clients.

#### **Training:**

As part of Moray Business Week 2017, an all day workshop was held "The Perfect Proposal - Winning Public Procurement Prizes in the Digital Age" 13 businesses attended. As part of Moray Business Week 2018 a workshop "The Pathway to Public Procurement" was held providing advice on the tendering process and how to submit the perfect tender, 3 businesses attended. Clients were notified in advance, the workshop was also promoted as part of the Business Week programme through business support agencies on social media and in the Northern Scot.

Business Gateway growth clients can be assisted with one to one advice facilitated by the current Local Growth Accelerator Programme. It is possible for Business Gateway to procure one to many workshops for businesses to assist them to be tender ready. However the risk is that such a workshop would be poorly attended; given most businesses generally look to address their tender readiness at the time they are tendering, which obviously varies.

#### **Promotion of Contracting Opportunities in the Public Sector:**

Staff work with other business support agencies including HIE, the Federation of Small Business and the Chamber of Commerce to share information to clients about supply chain opportunities. For example staff has established relations with the Defence Infrastructure Organisation to help support any supply chain events or communication about the RAF Lossiemouth

Development Plan. In 2018 and 2017, staff worked with BAM Nuttal to help highlight supply chain opportunities from the Aberdeen to Inverness railway line improvements. Experience shows that main contactors that win contracts have a well-established supply chain, hold events and have mechanisms that enable local business to sub-contract elements of work. For example Robertson Construction held a supply chain event at the eight acres Hotel in the summer of 2017 in respect of future contracts. This event was promoted by Business Gateway and other local business support agencies. The Council procurement service also maintains a Facebook page which also advertises contract opportunities.

**Supplier Development Programme (SDP):** <https://www.sdpscotland.co.uk/>

The Council is an associate member of the SDP. SDP provides training to upskill small and medium sized enterprises looking to win business from the public sector. Associate membership gives access to on-line materials (webinars) produced by SDP and notification of procurement opportunities. Associate membership also allows the Council to participate on the board of SDP and in its network groups. There is a page on the SDP website which provides information about supplier development in Moray and containing contact information.

Moray Council is not presently a full member as based on experience from this and other local authorities in the Highland and Islands Region, although additional support comes with full membership, staff are not convinced that there would be benefits. To date most SDP activities including one to one advice and one to many advice has taken place in the central belt. SDP held a meet the buyer event in Inverness in September 2018, 350 businesses which supply services attended from across the country. Business Gateway together with other local business support agencies helped to publicise the event to attract local business to participate. The Council procurement service and Business Gateway raise awareness of SDP which is linked on the procurement page [http://www.moray.gov.uk/moray\\_standard/page\\_52186.html](http://www.moray.gov.uk/moray_standard/page_52186.html) of the Councils' website along with other advice about the procurement process. During 2018 the Scottish Government updated its website with comprehensive information about the supplier journey (preparation, bidding and decision).

#### Full Addresses of Websites Referenced Above

Public Contracts Scotland: <https://www.publiccontractsscotland.gov.uk/>

Public Contracts Scotland Tender:

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/web/login.html>

Contracts Finder: <https://www.gov.uk/contracts-finder>

Sell2Wales: <https://www.sell2wales.gov.wales/>

eSourcing NI: <https://e-sourcingni.bravosolution.co.uk/web/login.shtml>  
eTenders NI: <https://etendersni.gov.uk/epps/home.do>  
Tenders Electronic Daily: <http://ted.europa.eu/TED/main/HomePage.do>  
Supplier Development Programme: <https://www.sdpscotland.co.uk/>  
Moray Council Procurement Webpage:  
[http://www.moray.gov.uk/moray\\_standard/page\\_52186.html](http://www.moray.gov.uk/moray_standard/page_52186.html)  
Procurement Legislation:  
<http://www.gov.scot/Topics/Government/Procurement/policy/ProcurementReform>



Helping You Bid Better

Rhona Gunn  
Corporate Director  
Economic Development, Infrastructure & Planning  
Moray Council

Dear Rhona,

The Supplier Development Programme (SDP) has grown considerably both in presence and influence in the last three years and is moving from a local authority focused intervention to a wider 'Team Scotland' partnership initiative that will assist agencies and businesses to respond effectively and maximise opportunities from procurement across the public sector.

The Cabinet Secretary, Derek Mackay, has recently written to Chief Executives of central government organisations across Scotland to ask them to consider membership of the SDP and as part of our on-going commitment to make it easier for SMEs to access public sector contracts, the Board now feel that it is no longer equitable or sustainable to offer your authority an Associate membership and have agreed that your authority should now take up full membership. In order to ease you into this transition we propose a stepped approach, over the next 2 years, with Full membership to be achieved by June 2020 with regard to funding this.

Over 12,200 Scottish SME's are registered with the Programme and we have seen a growing increase in interest to have our Programme delivered in your region and we would be delighted to work with you to provide our full range of services in support of SME's in your area, ensuring that there is consistent approach across Scotland.

The Meet the Buyer North event, to be held in September, is already attracting over 350 delegates, and we welcome this opportunity to work with you.

The Programme has also been actively supporting its member organisations' who are involved in the Glasgow City Region City Deal offering event management for a range of supplier engagement events, as well as proactively promoting the opportunities arising from the projects. As part of full membership, SDP would look to support the Moray Economic Partnership & Moray Growth Deal following a tried and tested supplier engagement programme.

I would like to set up a meeting to discuss this further at a mutually convenient date and time.

Best Regards,

**Cllr Anthony Buchanan**  
Chair  
Supplier Development Programme



Helping You Bid Better

**Jim Grant**  
**Head of Development Services**  
Moray Council  
PO Box 6760  
Elgin, Moray  
IV30 1BX

Thursday 29<sup>th</sup> November 2018

Dear Mr Grant,

Thank you for your letter and I am delighted that you are considering the value of full membership for Moray Council.

I can confirm that all the items listed in my previous letter and below are included in the membership fee. SDP is a shared service offering support to member authorities to help them to fulfill their obligations under the sustainable procurement duty- namely the engagement of SME's to improve the economic, social and environmental wellbeing of the authority's area.

I have detailed below the input we would expect from your authority to support delivery of the Programme in the Moray area.

**At least 4 face to face training sessions delivered though out the year in your council area.** SDP would arrange the trainer, course material and list the event on our website and manage all bookings, providing you with the list of delegates on the day and then post the event, would update the attendees and collate any feedback that had been received. Moray would identify which courses they would like to hold, this may be tailored to a particular contract opportunity where you wish to ensure early intervention in advance of a tender being published. The council would provide the venue and any catering e.g. teas/coffees. Working in partnership with ourselves, we would expect representation from at least 1 person from the council, ideally from the Procurement service, on the day to address any Moray specific questions.

**"Talking Tenders" webinar with Moray Council.** SDP will set up and host the webinar using the WebEx software, and provide the support services- introducing the council, assisting the attendees log in to the webinar etc. In advance of the session, we would also do a session with the nominated presenter to ensure they are familiar with the webinar function/ process. SDP would list this event on our website and manage all bookings, and send out the webinar links and feedback questionnaire after the event and collate any feedback that had been received.

This offers Moray council an opportunity for their procurement personnel to broadcast via webinar – how to tender/ do business with the council. The content; slides on how to tender / do business with Moray Council and speaker would be provided by the council; SDP can assist in guiding what sort of content works well .

**Consideration of featured categorised events which are specific to the wave (future contract,) plan.** Should the council identify an opportunity, where they would like to carry out some early intervention e.g. a known market where suppliers are less likely to understand the tender process or have not used PCS, SDP can support a supplier



engagement day, this can be done either by aligning one of the chosen training courses or a more hands on approach walking suppliers through the use of PCS. This could be either face to face or by webinar.

Again support and attendance by Moray Procurement service personnel would be wholly relevant at this type of engagement and SDP would carry out the support functions as detailed above.

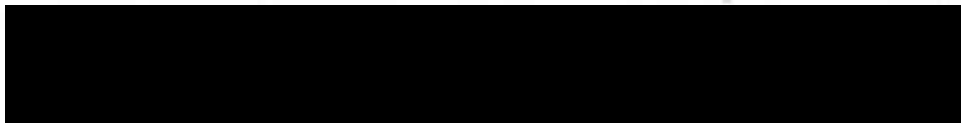
**Supporting local SME engagement: Raising awareness of up and coming opportunities via our media channels and social media.** Moray Council would provide content that can be fed into our social media channels, online news and newsletters, this can be connected to the training programme and where suppliers can get assistance.

**Moray Economic Partnership & Moray Growth Deal.** SDP has experience of raising awareness of City Deal projects and would offer our marketing and event services to support Moray Council for related supplier engagement events relating to these projects.

Given the Council are the experts in the Moray area, we would look to work with the Council and your local business support, Chambers etc to raise awareness of the training that was being undertaken to maximise attendance at the above events and webinars, ensuring that we can reach out to the SME and Third sector communities.

I trust that I have answered all your questions and demonstrated the support that SDP can bring to not only the SME and Third sector community, but also your Procurement and Economic Development staff.

Best regards,



**Cllr Anthony Buchanan**  
**Chair**  
**Supplier Development Programme**






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**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 19 FEBRUARY 2019**

**SUBJECT: SCOTTISH LOCAL AUTHORITIES ECONOMIC DEVELOPMENT  
GROUP PERFORMANCE INDICATORS 2017-18**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT,  
PLANNING & INFRASTRUCTURE)**

### **1. REASON FOR REPORT**

- 1.1 To present to the Committee an annual report providing information about the Council's and other Local Authorities performance in relation to Economic Development activities during 2017/18.
- 1.2 This report is submitted to Committee in terms of Section III (F) (2) of the Council's Scheme of Administration relating to the exercise of functions that promote economic development.

### **2. RECOMMENDATION**

- 2.1 **It is recommended that the Committee considers and notes the Scottish Local Authorities Economic Development Group (SLAED)'s annual report on Economic Development performance.**

### **3. BACKGROUND**

- 3.1 The SLAED is the network of senior Economic Development officials from across all 32 Scottish Local Authorities.
- 3.2 The SLAED Indicators Framework is usually published at the joint SLAED and Economic Development Association Scotland (EDAS) Annual Conference in December. It has been devised by Economic Development professionals to assist Local Authorities to:
  - evidence and publicise the contribution that they make to Scotland's economy through their economic development activities; and
  - provide a basis for collating consistent data which can be used to better understand impact and identify potential areas for improvement.

- 3.3 The SLAED report sets out a range of data which includes returns submitted by the 32 Local Authorities and data drawn from the Scottish Government, Business Gateway National Performance Unit, the Supplier Development Programme, Scottish Enterprise (Scottish Development International), and the Office of National Statistics. A copy of the SLAED report has been placed on the Committee Management System and can be found at <https://moray.cmis.uk.com/moray/CouncilandGovernance/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/232/Committee/9/Default.aspx>.
- 3.4 This is the sixth annual report. Although there are some differences in recording of the data by Local Authorities, these differences are narrowing each year.
- 3.5 Since 2015, the Scottish Government made Inclusive Growth an economic priority for Scotland. Inclusive Growth is defined as 'Growth that combines increased prosperity with greater equality; that creates opportunities for all and distributes the dividends of increased prosperity fairly'. Although challenging to measure, a number of indicators can be used to look at various aspects of Inclusive Growth. This year, after consultation with the SLAED Executive Group and the Local Government Benchmarking Framework (LGBF) programme in 2017, eight of these measures are included for the first time in this report.

#### 4. **REPORT FINDINGS**

- 4.1 **Appendix 1** provides a comparison between the 2016/17 and the 2017/18 Moray return, containing 32 indicators of which 8 are new. **Appendix 2** provides a comparison with the other Local Authorities in the Council's benchmarking family for environmental services. Moray Council's return is set out on page 115 of the SLAED report. The following is an explanation of and narrative for each indicator.

##### **I1 Economic Development Expenditure**

- 4.2 Indicator I1 shows the capital and revenue spend of the Council on Economic Development as a percentage of the total spend across Scotland.

Year	Total spend by Moray Council	% of the total spend in Scotland
2017-18	£4,657,000	0.9%
capital expenditure	£1,881,000	
revenue expenditure	£2,776,000	
2016-17	£3,841,308	1.5%
capital expenditure	£1,133,308	
revenue expenditure	£2,708,000	

- 4.3 It should be noted that the capital value varies each year depending on capital projects. In 2017/18 the measure was changed from Economic Development Expenditure to Economic Development & Tourism Expenditure.

- 4.4 Please note this is an evolving recording process so there are inconsistencies across Local Authorities that make direct comparisons unreliable.

## **I2 Economic Development Staffing – estimated**

Year	Moray Council staff primary role economic development	Scotland LA staff primary role economic development
2017-18	24.0	1,280.43
2016-17	25.6	1,262.2
2015-16	28.1	1,347.64
2014-15	8.5	1,446.1
2013-14	8.5	1,524.5

- 4.5 At Moray Council in 2017/18, there was 24.0 full time equivalent staff (FTE) with economic development as their primary role. The increased number from 2013/14 is due to a change in interpretation of the posts which perform an economic development role.

Role	Council Service	Permanent post	Externally funded	
Employment Support (employability & skills training)	IJB - Community Care Day Opportunities	Yes	No	17
External Funding & Business Support aka the Economic Development Team	Development Services	Yes	No	5
Elgin Conservation Area Regeneration Scheme	Development Services	No	Yes	1.0 (temporary contract to April 2018)
Estates Surveyors	Housing & Property	Yes	No	1.0 FTE pro rata

- 4.6 The Council also employs 3 FTE Business Gateway staff which was not included by SLAED in this total; those staff numbers are reported separately by Business Gateway National.

## **A1 Number of Attendees at Business Gateway Events**

Year	Event Attendees
2017-18	1,599
2016-17	1,452
2015-16	1,105
2014-15	952
2013-14	465

- 4.7 During 2017/18, there were 1,599 attendees at Business Gateway events in Moray. The events are defined as "Local Events" in addition to any workshops and seminars run for business by Business Gateway. They include events run with other non-Local Authority partners including the Chamber of Commerce, Developing the Young Workforce, Moray College UHI, Moray Speyside Tourism, HIE, and Skills Development Scotland. Moray Business Week accounted for about 400 of these in 2017/18. Moray

Business Week was in its 3<sup>rd</sup> year; it has been well received by Moray Business, it brings together all business support agencies providing opportunities for engagement, education, collaboration and networking leading to business growth.

#### **A2 Number of Attendees at Business Events provided by the Council**

Year	Event Attendees
2017-18	1,499
2016-17	641
2015-16	604

- 4.8 During 2017/18 there were 1,499 attendees at events provided by the Council including 130 at the annual external funding event. For Moray there is a large element of overlap with measure A1 as most of the business events provided by the Council are run by Business Gateway with local partners.

#### **A3 Number of Companies Registered with the Supplier Development Programme (SDP)**

Year	Companies Registered with SDP
2017-18	36
2016-17	28
2015-16	15
2014-15	2

- 4.9 SDP is working with small and medium sized enterprises to register with Public Contracts Scotland (PCS) and supporting them to win business from public procurement. The Scottish Government procurement service facilitated the establishment of the SDP. In 2017/18 Moray Council was an associate member of the SDP. SDP ran a meet the buyer event in Inverness in September 2018. In 2019/20 the Council has the opportunity to take a full membership. The additional cost of full membership could be paid for from the Business Gateway budget. Full membership would be used to trial the SDP advice service and determine whether the seminars provided by the programme increases the number of companies that both register with SDP and win business from the public sector as a result. There is a separate report on this meeting agenda regarding membership of SDP.
- 4.10 During 2017/18 in Moray, supplier development was facilitated by Business Gateway as part of a supplier development strategy established with the Council's procurement team. For example in January 2018, staff attended Council procurement lead events with the construction sector to raise the profile of forthcoming contract opportunities; 160 people attended the events. During 2017 working with the Scottish Government Public Contracts Scotland Capability Manager, who is hosted by the Council, officers devised a pilot for the government and carried out health checks for businesses registered on PCS. The health checks maximise their readiness to tender for work in the public sector.

### **OP1 Number of Businesses Supported by Council Economic Development Activity**

Year	Businesses Supported
2017-18	71
2016-17	6
2015-16	327
2014-15	697
2013-14	14

- 4.11 During 2017/18, the Council supported 71 businesses including social enterprises with grants and loans from programmes. The number was down from prior years due to the end of the LEADER programme and the European Fisheries Fund (EFF). The new LEADER programme (2014-2020) commenced in Moray during 2017 and is now administered by TSiMoray. The EFF 2014-2022 Highland and Moray is also underway and is administered by Highland Council. The number was higher in 2017/18 because of grants provided through the Money 4 Moray initiative, the Moray Town Partnership and from construction grants from the Elgin Conservation Area Regeneration Scheme.

### **OP2 Number of Business Gateway Unique Customer Accounts**

Year	Unique Customer Accounts
2017-18	929

- 4.12 This is an indicator of support delivered by the Business Gateway's core service. The SLAED Indicators Framework has previously reported on the number of interventions because the number of unique businesses was unavailable. The Business Gateway National Unit has provided data for 2017/18 which reports the number of customers (accounts) who have received support from Business Gateway (with an account being counted once even if multiple transactions have been recorded). Under this new approach, customer accounts are counted as being supported if one or more of the following transactions have been entered into the Client Relations Management (CRM) system during the reporting period: new account registered, enquiry, enquiry action or activity (not tasks) created, business start-ups claimed, segmentation referrals completed, products delivered, research or referral recorded. In 2017/18, the number of unique businesses supported across Scotland was 50,593, with 929 in Moray. During 2017/18 this number was influenced by the local growth accelerator programme (LGAP) that launched in February 2017. LGAP facilitates specialist advice for enterprises with growth and export potential in key sectors, it includes a programme of learning for individuals within growth business, advice includes for example HR recruitment advice to help small enterprises who might otherwise not take on additional employees.



### **OP3 Number of Companies Assisted by Scottish Development International (SDI)**

Year	Companies Assisted by SDI
2017-18	45
2016-17	43
2015-16	18
2014-15	20
2013-14	23

- 4.13 During 2017/18, 45 companies in Moray were assisted to internationalise by SDI. This is an increase from 18 in 2015/16 and likely reflects the push by the Scottish Government to support business to export. With Moray accounting for 1.8% of all Scottish companies, this likely reflects that the majority of companies in Moray are Small and Medium Sized Enterprises (SMEs) up to 250 employees. The scope to help “scale-up” business in Moray is being explored with Highlands and Islands Enterprise (HIE) as part of the Moray Growth Deal.

### **OP4 Number of Unemployed People that have Participated in Council Funded or Operated Employability Activities**

Year	Unemployed people that participated
2017-18	716
2016-17	423
2015-16	529
2014-15	682
2013-14	524

- 4.14 716 unemployed people participated in Council Funded or Operated Employability Activities in 2017/18. 423 participated in 2016/17. The number includes the amount of people participating in funded programmes and the amount of people helped with one to one support from the Council’s Employment Support Service.
- 4.15 In 2017 the Council took the lead on a 2 year project with funding from the European Social Fund, working with local partner organisations, it was estimated this would see over 100 unemployed people assisted into work. In 2017/18, 238 people had received training and qualifications from the programme which should take them closer to achieving their goal of getting back into work.

### **OP5 Availability of Employment Land**

- 4.16 22.4% of land designated in the Local Development Plan for employment purposes was immediately available (serviced, marketed and investor ready).
- 4.17 The Council monitors the supply of employment land through an annual audit. The 2018 audit was reported to the Planning & Regulatory Service Committee on 19 June 2018 (paragraph 7 of the minute refers). Full details, issues and considerations regarding addressing the constraints on the supply of serviced employment sites within Moray are provided in that report. The audit found

that there was a decrease since 2017 of 0.35 hectares (ha) to 80.27ha in the overall supply of employment land due to construction activity. There had also been a decrease of 0.12ha to 17.95ha in the effective land supply (land that could be brought forward within 5 years). This decrease was due to the removal of Local Development Plan site I1 Greshop, Forres following completion of development there.

#### **OP6 Number of Businesses Participating in SDP**

- 4.18 1 business in Moray participated in the Supplier Development Programme during 2017/18. See narrative for A3 above.

#### **OC1 Gross Value Added per Capita (Inverness & Nairn and Moray, Badenoch & Strathspey)**

Period	Council	Scotland
2016	£21,683	£22,059
2015	£20,817	£21,510
2014	£20,649	£21,208
2013	£22,278	£22,250
2012	£21,831	£21,333

- 4.19 In 2016 the Gross Value Added (GVA) per Capita was £21,683. The GVA measures change in total economic output of goods and services at the local level which was less than the national average of £22,059, which indicates that Moray is generally not as productive as some other areas. Moray Business and support agencies have considered this and productivity is highlighted in the Moray Economic Strategy 2019-2029. For instance this could be addressed by increased mechanisation or increasing production of higher value products. This is a matter that is being pursued as part of the Moray Growth Deal. The measurement of OC1 was formerly published by region but is now available by Local Authority as seen above.

#### **OC2 Gross Weekly Earnings - Residence Based and Workforce Based**

Year	Gross Weekly Earnings – Residence Based	Scotland	Gross Weekly Earnings – Workforce Based	Scotland
2017	£497.90	£547.70	£498.10	£547.30
2016	£498.70	£536.60	£491.80	£535.00
2015	£490.70	£527.00	£489.80	£527.00.
2014	£434.30	£518.20	£451.50	£519.40
2012	£449.20	£508.00	£466.40	£508.30

- 4.20 In 2017, the Gross Weekly Earnings – Residence Based (those living in a Council area but potentially working in another Council area) was £497.90 up from £434.30 in 2014 and the Gross Weekly Earnings – Workforce Based (those working in a Council area, regardless of where they live) was £498.10 up from £451.50 in 2014. Between 2016 and 2017 both the residence based and the workforce based averages for Moray slipped further behind the respective national averages.

### OC3 Employment Rate

- 4.21 For this indicator employment rate is the number of people in employment of working age (16-64 years) expressed as a percentage of the total working age population.

Year	Moray employment rate %	Scotland %
2017-18	73.8	74.3
2016-17	73.5	73.4
2015-16	74.2	72.9
2014-15	75.8	72.9
2013-14	77.7	71.5

- 4.22 For the first time in five years Moray had an employment rate lower than the national rate.
- 4.23 It should be noted that this figure is calculated by the Office of National Statistics based on the Annual Population Survey (APS), a sample survey which includes people who are self-employed, volunteers and working in land based industries.

### OC4 New Business Starts per 10,000 Working Age Population

Year	Business Start-Up rate/10,000 population	Scotland
2016	48	64
2015	50	62
2014	54	62
2013	48	62
2012	41	50

- 4.24 In 2016, Moray had a lower business start-up rate of 48 per 10,000 of population compared to the national rate of 64, a decrease from 50 per 10,000 in 2015. It should be noted that the number of business start-ups is influenced by the availability of employment. As per indicator OC3, Moray had a high percentage of employment in 2016. It should also be noted through Business Gateway at the Council focus is on supporting start-ups in key sectors of the economy and with growth potential.

### OC5 Business Survival Rate (3 Year)

- 4.25 This indicator covers all new businesses registered for VAT.

Year	3 yr business survival rate %	Scotland %
2013-2016	64.9	62.1
2012-2015	64.6	62.0
2011-2014	64.3	62.8
2010-2013	60.0	57.1
2009-2012	65.1	60.1

- 4.26 Between 2009 and 2016 the survival rate in Moray has been higher than the national rate. So while there may be fewer start-ups in Moray there is

evidence that more of them survive.

### **OC6 Claimants in Receipt of Out-of-Work Benefits**

Year	% of working age people (16-64) claiming either JSA and Universal Credit	Scotland %
2018	2.0	2.6

- 4.27 This indicator is used to measure the percentage of people in each council area aged 16-64 that were claiming Job Seeker's Allowance (JSA) and Universal Credit claimants who are out of work. This has changed since the last review period as the figure for Claimants of Key DWP Benefits is no longer available. This is used as a proxy measure for poverty and low income. In 2018, 2.6% of the Scottish population aged 16-64 were claiming JSA and Universal Credit, in Moray the rate was 2.0%. This cannot be compared with previous review periods due to the change in data available.

### **OC7 Working Age Population with Low/No Qualifications**

- 4.28 The working age population with low or no qualifications in 2016 was 12.2% which was more than the Scottish rate which was 10.8%.

Year	Working Age Population With Low or No Qualifications %	Scotland %
2017	12.2	10.8
2016	12.8	11.9
2015	14.3	11.2
2014	11.2	11.5
2013	10.8	12.6

### **OC8 Town Vacancy Rate**

- 4.29 In 2018, the vacancy rate of retail units in the Moray Town Centres of Elgin, Forres, Lossiemouth, Keith and Buckie was 9.9% with the national average 11.5%.

Year	Vacancy Rate of retail units in Moray Town Centres of Elgin, Forres, Lossiemouth, Keith and Buckie %	Scotland %
2018	9.9	11.5
2017	11.9*	10.2
2016	11.9	11.9
2014	12.9	10.1
2012	9.5	10.2

- 4.30 The Council's Planning Service carries out "Town Centre Health Checks" every 2 years which includes measurement of footfall and surveys to identify vacancy rates. The recorded vacancy rate in the summer of 2018 was down from 12.9% recorded in 2014 but remains up from 2012. A full report was

provided to the special meeting of the Planning and Regulatory Services Committee on 18 December 2018 (paragraph 4 of the Minute refers).

### **OC9 Number of Business Gateway Start-Ups that are Trading**

Year	Business Gateway Supported Start-Ups That Began Trading	Scotland
2017-18	128	9,129
2016-17	132	8,983
2015-16	137	9,087
2014-15	120	10,103
2013-14	132	10,138

- 4.31 In 2017/18, the number of Business Gateway supported start-ups that began trading was 128.

### **OC11 Leverage of External Funding**

- 4.32 The leverage of external funding can vary significantly each year as it includes major capital expenditures on strategic infrastructure such as the flood alleviation schemes.

Year	Funding Received per £1 invested	Scotland
2017-18	£1: £2.66	£1: £1.71
2016-17	£1: £3.69	£1: £1.54
2015-16	£1: £2.47	£1: £1.56
2014-15	£1: £2.49	£1: £1.33
2013-14	£1: £3.30	£1: £1.80

- 4.33 In 2017/18, the Council received £2.66 for every £1 it invested as match funding which is better than the Scottish average of £1.71 for every £1. Over the last five years the Council has leveraged more external funding per pound of Council investment than the national average.

### **OC12 Number of Planned New and Safeguarded Jobs from Completed Inward Investment Projects**

- 4.34 This measure is used to indicate the potential for new job creation and safeguarded jobs from completed inward investment projects within each Council area. Data for this indicator was supplied by Scottish Enterprise and Highlands and Islands Enterprise and reflects the delivery of support by Scottish Development International (SDI) within Council areas. This is a proxy measure for inward investment.

Year	New Jobs recorded as the result of completed inward investment by HIE	Number of Safeguarded Jobs
2017-18	19	0
2016-17	0	0
2015-16	0	0
2014-15	64	0

- 4.35 In 2017/18, 19 new jobs were recorded as the result of completed international inward investment, 0 existing jobs were safeguarded in relation to this investment. It should be noted that Moray is in competition with the rest of Scotland and the UK as a location looking to attract international inward investments, which can also be several years in the making.
- 4.36 In 2017/18 there were 3,839 planned new jobs from completed inward investment projects across Scotland. The safeguarded jobs from completed inward investment projects in 2017/18 were 4,691. City of Edinburgh accounted for the majority of new jobs at 1,221. This was followed by Glasgow City with 716.5 and South Lanarkshire, with 676 planned new jobs.

**OC13 No. of Unemployed People that have Progressed to Employment as a Result of Participation in Council Funded/Operated Employability Activities**

Year	Moray	Nationally
2017-18	157	16,469
2016-17	83	17,020
2015-16	59	21,264
2014-15	270	24,181
2013-14	247	24,893

- 4.37 In 2017/18, 157 unemployed people progressed to employment. In 2016/17, 83 unemployed people progressed into employment. The number in 2014/15 was greatly boosted by the Council's participation in the Youth Employment Scotland Programme which helped 120 young people into work.
- 4.38 As per indicator OP4 above, from 2017 the Council is leading a 2 year project with funding from the European Social Fund, working with local partner organisations, which was estimated would see over 100 unemployed people assisted into work and a further 100 people should receive training and qualifications which should take them closer to achieving their goal of getting back into work.

**IG1 GVA per Hour Worked/Job Filled**

	Period	Council	Scotland
GVA per hour worked (£)	2016	£32.00	£32.40
GVA per job filled (£)	2016	£53,652	£51,384

- 4.39 The two indicators above are recommended for use by the Office of National Statistics (ONS) to measure sub-regional productivity due to the measures having a workplace based numerator (total GVA) and a workplace based denominator (hours worked/jobs filled). The data is shown by Nomenclature of Territorial Units for Statistics (NUTS) 3 regions, which is the lowest available regional breakdown. Moray data is grouped with Inverness & Nairn and Moray, Badenoch & Strathspey

## IG2 Underemployment

Year	Moray	Nationally
2017	8.4%	8.0%

- 4.40 This indicator measures the percentage of 'Under-employment' in each Council area. This represents those aged 16 and over who are in employment and would like to work longer hours in their existing job, have an additional job, or find a different job with more hours. In 2017 the average for Under-employment in Scotland was 8% and in Moray it was 8.4%.

## IG3 5 year % change in median income vs lowest quintile

Year	Moray	Nationally
2013-2018	0.1%	-3.1%

- 4.41 This indicator measures the percentage change in median income over 5 years, in comparison with the percentage change of income in the lowest quintile. The data period covers 2013-2018. Over this period, the average percentage change for Scotland was -3.1%. Nationally the position has declined while in relative terms the data indicates that in Moray the gap in earnings between the median earnings and those in the lowest quintile has not changed over the period i.e. the poorest are relatively no poorer.

## IG4 GVA by Key Growth Sector (Moray)

Sector	2014 (£)	2015 (£)	2016 (£)
Food and Drink	76,832	80,679	81,076
Financial & Business Services	31,626	42,024	46,839
Life Sciences	Not Available	Not Available	Not Available
Energy	79,032	104,628	166,688
Sustainable Tourism	21,058	11,116	18,157
Creative Industries (incl. Digital)	37,869	43,067	48,727

- 4.42 This indicator measures the GVA by Head (Employment) for the key growth sectors in Scotland over three years (2014-2016). The growth sectors are: Food & Drink; Financial & Business services; Life Sciences; Energy (including renewables); Sustainable Tourism; and Creative Industries (including digital).

## IG5 Percentage of Employees Earning Less Than The Living Wage

Year	Moray	Nationally
2017	24.9%	18.4%

- 4.43 This measures employees who are earning less than the Living Wage in Scotland (£8.25/hour) and is based on employees who are aged 18+, on the PAYE system on adult rates and whose pay was not affected by absence. Levels are calculated using low pay calibration weights in line with ONS guidance and hourly earnings excludes any overtime payments. The Local Authorities are 'workplace' based, so the data includes all those that work in the Council area regardless of where they live. In Scotland overall in 2017, 18.4% were earning less than the Living Wage, compared to 20.1% in 2016



and 19.6% in 2015. In Moray in 2017 24.9% of employees aged over 18 earned less than the Living Wage.

#### **IG6 Percentage of Participation by 16-19 year olds**

Year	Moray	Nationally
2018	91.2%	91.8%

- 4.44 This indicator measures the percentage of 16-19 year olds participating in education, employment or training. The average percentage for Scotland in 2018 is 91.8%, compared with 91.1% in 2017 and 90.4% in 2016. In Moray in 2018 91.2% of 16-19 year olds were participating in education, employment or training.

#### **IG7 Percentage of Premises Unable to Access 10Mbit/s Broadband**

Year	Moray	Nationally
2018	9.2%	6.1%

- 4.45 This indicator measures the percentage of premises unable to access 10Mbit/s broadband, which is the minimum speed for meeting the Universal Service Obligation. In 2018 the percentage of premises across Scotland unable to access 10Mbit/s was 6.1%. In Moray it was 9.2%.

#### **IG8 Percentage of Premises Able to Access Superfast Broadband**

Year	Moray	Nationally
2018	83%	91.1%

- 4.46 This indicator measures the percentage of premises able to access Superfast Broadband (SFB) (30Mbit/s). This is the EU's definition of superfast broadband and it is the Scottish Government's ambition for this to be available to all premises by the end of 2021. This allows businesses to use, analyse and drive data in competitive markets. The average percentage of premises with access to SFB in Scotland in 2016 was 78.6%; in 2017 it was 85.9% and in 2018 91.1%. In 2018 in Moray 83% of premises were able to access SFB.

## **5. SUMMARY OF IMPLICATIONS**

### **(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

The report provides useful indicators from which to relate the actions of Council services and specific economic development partners in 2017/18 to the corporate plan priority to promote economic development and growth, also the LOIP priority of a growing and sustainable economy.

### **(b) Policy and Legal**

The Council considers support for economic development issues on their merits, against the objective to facilitate sustainable economic growth and the desired outcomes of the Ten Year Plan and Corporate Plan.

**(c) Financial implications**

There are no financial implications arising directly from this report.

**(d) Risk Implications**

There are no risk implications.

**(e) Staffing Implications**

The annual return to SLAED is compiled using existing staffing resources.

**(f) Property**

There are no property implications.

**(g) Equalities/Socio Economic Impact**

There are no equalities impacts arising from this report on performance. However, it is worth noting that on 1 April 2018 the socio-economic duty under section 1 of the Equality Act 2010 came into force in Scotland. The 2017/18 edition of the indicators includes a new section of inclusive growth indicators that could be a useful reference source.

**(h) Consultations**

The Corporate Director (Economic Development Planning & Infrastructure), the Head of Development Services, the Legal Services Manager (Property and Contracts), the Equal Opportunities Officer, Paul Connor (Principal Accountant) and Caroline Howie (Committee Services Officer) have been consulted and comments received have been incorporated into the report.

## **6. CONCLUSION**

- 6.1 The SLAED Indicators Framework provides a basis for collating consistent data, which can be used to better understand impact of activities supported by Moray Council and other Local Authorities and identify potential areas for improvement. The indicators show that the activities of the Council can have a major and positive impact on the economy.**

Author of Report: Gordon Sutherland Planning and Economic Development Manager

Background Papers: SLAED Indicators Report 2017-18

Ref:

# APPENDIX 1

SLAED (ECONOMIC DEVELOPMENT) PERFORMANCE INDICATORS FOR MORAY COUNCIL AREA											
Ref	Indicator	Period	Council	Scotland	% of Scotland		Period	Council	Scotland	% of Scotland	Moray up or down
I1	Economic Development & Tourism Expenditure – estimated (£000)										
	Capital Spend (£000)						2017/18	£4,657	£498,030	0.9%	N/A
	Revenue Spend (£000)							£1,881	£225,316		
I2	Economic Development Staffing – estimated	2016/17	25.60	1,262.20	2.0%			£2,776	£272,714		
A1	Number of Attendees at Business Gateway Events (Attendees)	2016/17	1,452	29,925	4.9%		2017/18	24.00	1,280.43	1.9%	Down
A2	Number of Attendees at Business Events provided by the Council (Attendees)	2016/17	641	17,977	3.6%		2017/18	1,599	30,722	5.2%	Up
A3	Number of Companies Registered with SDP	2016/17	28	9,749	0.3%		2017/18	1,499	15,906	9.4%	Up
OP1	No. of Businesses Supported by Council Economic Development Activity	2016/17	6	14,695	0.0%		2017/18	36	11,439	0.3%	Up
	No. of instances of support		6	19,823	0.0%			71	14,328	0.5%	Up
OP2	Number of Business Gateway Unique Customer Accounts						2017/18	80	20,693	0.4%	
OP3	Number of Companies Assisted by Scottish Development International	2016/17	43	2,344	1.8%		2017/18	929	50,593	1.8%	N/A
OP4	Number of People that have Participated in Council Funded or Operated Employability Activities (Participants)	2016/17	423	50,743	0.8%		2017/18	45	2,485	1.8%	Up
OP5	Availability of Employment Land (% Immediately Available)	2016/17	22.4%	38.4%	-		2017/18	716	49,942	1.4%	Up
OP6	Number of Businesses Participating in SDP Events and Activities	2016/17	4	1,033	0.4%		2017/18	22.4%	40.8%	-	Same
OC1	Gross Value Added per Capita (£ per head)	2015	£20,817	£21,510	-		2017/18	1	1,327	0.1%	Down
OC2	Gross Weekly Earnings – Residence Based	2016	£498.70	£536.60	-		2016	£21,683	£22,059	-	Up
	Gross Weekly Earnings – Workforce Based		£491.80	£535.00	-		2017	£497.90	£547.70	-	Down
OC3	Employment Rate	2016/17	73.5%	73.4%	-			£498.10	£547.30	-	Up
OC4	New Business Starts (Start-ups per 10,000 WA Population)	2015	50	62	-		2017/18	73.8%	74.3%	-	Up
OC5	Business Survival Rate (3 Year Business Survival Rate)	2012-2015	64.6%	62.0%	-		2016	48	64	-	Down
							2013-16	64.9%	62.1%	-	Up

SLAED (ECONOMIC DEVELOPMENT) PERFORMANCE INDICATORS FOR MORAY COUNCIL AREA											
Ref	Indicator	Period	Council	Scotland	% of Scotland		Period	Council	Scotland	% of Scotland	Moray up or down
OC6	Claimants in Receipt of Out of Work Benefits - Number of people claiming Jobseeker's Allowance, plus those who claim Universal Credit who are out of work, as a proportion of residents aged 16-64						2017	2.0%	2.6%	-	N/A
OC7	Working Age Population with Low/No Qualifications (%)	2016	12.8%	11.9%	-		2017	12.2%	10.8%	-	Down
OC8	Town Vacancy Rates (Vacancy Rate)	2016/17	11.9%	10.2%	-		2017/18	9.9%	11.5%	-	Down
OC9	Number of Business Gateway start-ups that are Trading	2016/17	132	8,983	1.5%		2017/18	128	9,129	1.4%	Down
OC11	Leverage of External Funding (£ Levered per £1 Council Contribution)	2016/17	£3.69	£1.54	-		2017/18	£2.66	£ 1.71	-	Down
OC12	Number of Planned New Jobs from Completed Inward Investment Projects	2016/17	0	4,426	0.0%		2017/18	19	3,839	0.5%	Up
	Number of Planned Safeguarded Jobs		0	3,414	0.0%			0	4,691	0.0%	Same
OC13	Number of Unemployed People that have Progressed to Employment from Participation in Council Funded or Operated Employability Activities (Total Participants)	2016/17	83	17,020	0.5%		2017/18	157	16,469	1.0%	Up
IG1	GVA/hour worked**				-		2016	£32.00	£32.40	-	N/A
	GVA/job filled**				-			£53,652	£51,384	-	N/A
IG2	Under-employment				-		2017	8.4%	8.0%	-	N/A
IG3	5 year % Change in median income vs change in lowest quintile (2012-17)	2012-17	1.3%	-1.8%	-		2013-18	0.1%	-3.1%	-	Down
IG4	GVA per Growth Sector (£):										
	Growth Sector - Food and Drink (excludes agriculture)	2015	£80,679.00	-	-		2016	£81,076	-	-	Up
	Growth Sector - Financial and Business Services (excludes financial and insurance activities)	2015	£42,024.00	-	-		2016	£46,839	-	-	Up
	Growth Sector - Life Sciences	2015	-	-	-		2016	-	-	-	N/A
	Growth Sector - Energy (including Renewables)	2015	£104,628.00	-	-		2016	£166,688	-	-	Up
	Growth Sector - Sustainable Tourism (Tourism related Industries)	2015	£11,116.00	-	-		2016	£18,157	-	-	Up
	Growth Sector - Creative Industries (including Digital)	2015	£43,067.00	-	-		2016	£48,727	-	-	Up
IG5	Percentage Earning Less than Living Wage				-		2017	24.9%	18.4%	-	N/A
IG6	% of Participation of 16-19 year olds				-		2018	91.2%	91.8%	-	N/A
IG7	% Premises unable to access 10Mbps/s Broadband				-		2018	9.2%	6.1%	-	N/A

SLAED (ECONOMIC DEVELOPMENT) PERFORMANCE INDICATORS FOR MORAY COUNCIL AREA											
Ref	Indicator	Period	Council	Scotland	% of Scotland		Period	Council	Scotland	% of Scotland	Moray up or down
IG8	% Premises able to receive Superfast Broadband (30Mbit/s)				-		2018	83.0%	91.1%	-	N/A

Ref

I = Input Indicators

A = Activity Indicators

OP = Output Indicators

OC = Outcome Indicators

IG = Inclusive Growth Indicators (New group)

\*\* in IG1 - NUTS 3 regions are smallest areas published.



## APPENDIX 2

SLAED (ECONOMIC DEVELOPMENT) PERFORMANCE INDICATORS - MORAY 2017/18 WITH SOLACE COMPARATORS - OTHER SERVICES FAMILY GROUP 2 (ENVIRONMENTAL SERVICES AND CULTURE/LEISURE)											
Ref	Indicator	Period	Scotland (*5,424,800)	Moray (*95,780)	East Ayrshire (*121,940)	East Lothian (*104,840)	Fife (*371,410)	North Ayrshire (*135,790)	Perth & Kinross (*151,100)	South Ayrshire (*112,680)	Stirling (*94,000)
I1	Economic Development & Tourism Expenditure – estimated (£000)	2017/18	£498,030	£4,657	£13,829	£6,268	£16,527	£20,005	£7,213	£5,709	£4,794
	Capital Spend (£000)		£225,316	£1,881	£7,734	£1,643	£2,669	£10,217	£2,014	£710	£3,043
	Revenue Spend (£000)		£272,714	£2,776	£6,095	£4,625	£13,858	£9,788	£5,199	£4,999	£1,751
I2	Economic Development Staffing – estimated	2017/18	1,280.43	24.00	33.00	34.00	87.72	59.88	34.00	17.50	14.00
A1	Number of Attendees at Business Gateway Events (Attendees)	2017/18	30,722	1,599	677	350	2,058	715	544	509	540
A2	Number of Attendees at Business Events provided by the Council	2017/18	15,906	1,499	167	703	1,078	432	585	74	140
A3	Number of Companies Registered with SDP	2017/18	11,439	36	337	163	680	277	310	288	241
OP1	No. of Businesses Supported by Council Economic Development Activity	2017/18	14,328	71	482	162	1,139	701	54	98	628
	No. of instances of support		20,693	80	1,023	180	1,201	-	125	55	-
OP2	Number of Business Gateway Unique Customer Accounts	2017/18	50,593	929	978	819	4282	1392	1423	814	1161
OP3	Number of Companies Assisted by Scottish Development International	2017/18	2,485	45	33	27	99	31	59	34	64
OP4	Number of People that have Participated in Council Funded or Operated Employability Activities	2017/18	49,942	716	1,462	384	4,824	1,693	1,138	1,394	425
OP5	Availability of Employment Land (% Immediately Available)	2017/18	40.8%	22.4%	16.7%	-	23.9%	63.0%	30.3%	48.2%	-
OP6	Number of Businesses Participating in SDP Events and Activities	2017/18	1,327	1	20	17	71	19	32	32	15
OC1	Gross Value Added per Capita (£ per head)	2016	£22,059	£21,683	£15,460	£16,957	£20,276	£15,294	£25,765	£23,375	£25,280
OC2	Gross Weekly Earnings – Residence Based	2017	£547.70	£497.90	£557.00	£595.00	£530.50	£563.10	£551.50	£574.10	£597.10
	Gross Weekly Earnings – Workforce Based		£547.30	£498.10	£520.20	£517.60	£500.00	£540.90	£518.00	£542.30	£532.80
OC3	Employment Rate	2017/18	74.3%	73.8%	71.3%	78.6%	74.3%	70.4%	75.4%	72.3%	73.6%
OC4	New Business Starts per 10,000 Working Age Population	2016	64	48	53	55	61	57	60	67	67
OC5	Business Survival Rate - (3 Year)	2013-16	62.1%	64.9%	62.9%	62.9%	62.0%	62.7%	60.2%	63.6%	64.3%



SLAED (ECONOMIC DEVELOPMENT) PERFORMANCE INDICATORS - MORAY 2017/18 WITH SOLACE COMPARATORS - OTHER SERVICES FAMILY GROUP 2 (ENVIRONMENTAL SERVICES AND CULTURE/LEISURE)											
Ref	Indicator	Period	Scotland (*5,424,800)	Moray (*95,780)	East Ayrshire (*121,940)	East Lothian (*104,840)	Fife (*371,410)	North Ayrshire (*135,790)	Perth & Kinross (*151,100)	South Ayrshire (*112,680)	Stirling (*94,000)
OC6	Claimants in Receipt of Out of Work Benefits - Number of people claiming Jobseeker's Allowance, plus those who claim Universal Credit who are out of work, as a proportion of residents aged 16-64	2017	2.6%	2.0%	4.0%	3.0%	3.1%	4.5%	1.3%	2.5%	2.4%
OC7	Working Age Population with Low/No Qualifications (% of People with Low/No Qualifications)	2017	10.8%	12.2%	14.1%	7.8%	9.9%	13.6%	5.6%	13.2%	7.8%
OC8	Town Vacancy Rate	2017/18	11.5%	9.9%	4.0%	6.1%	14.6%	10.0%	7.9%	8.1%	7.0%
OC9	Number of Business Gateway start-ups that are Trading	2017/18	9,129	128	233	205	469	304	321	201	228
OC11	Leverage of External Funding (£ Levered per £1 Council Contribution)	2017/18	£1.71	£2.66	£0.29	£0.83	£10.19	£1.37	£0.95	£0.85	£0.92
OC12	Number of Planned New Jobs from Completed Inward Investment Projects	2017/18	3,839	19	-	-	43	35	209	138	48
	Number of Planned Safeguarded Jobs		4,691	-	-	-	296	60	876	4	487
OC13	Number of Unemployed People that have Progressed to Employment from Participation in Council Funded or Operated Employability Activities (Total Participants)	2017/18	16,469	157	721	67	1,317	818	602	195	237
IG1	GVA/hour worked**	2016	£32.40	£32.00	£29.30	£32.40	£33.90	£29.30	£33.40	£34.30	£33.40
	GVA/job filled**		£51,384	£53,652	£46,130	£48,013	£52,413	£46,130	£53,193	£53,185	£53,193
IG2	Under-employment	2017	8.0%	8.4%	6.2%	8.9%	9.9%	11.8%	9.0%	8.0%	6.4%
IG3	5 year % Change in median income vs change in lowest quintile	2013-18	-3.1%	0.1%	1.6%	0.5%	-2.3%	-6.9%	-4.0%	0.0%	0.0%
IG4	GVA per Growth Sector (£) :										
	Growth Sector - Food and Drink (excludes agriculture)	2016	-	£81,076	£56,412	£63,011	£123,207	£48,803	£58,829	£128,785	£71,337
	Growth Sector - Financial and Business Services (excludes financial and insurance activities)	2016	-	£46,839	£50,135	£52,478	£48,208	£34,935	£46,146	£40,259	£51,891
	Growth Sector - Life Sciences	2016	-	-	£46,993	-	-	-	-	£54,037	£51,929
	Growth Sector - Energy (including Renewables)	2016	-	£166,688	£86,594	-	£240,570	-	-	£137,823	£203,496
	Growth Sector - Sustainable Tourism (Tourism related Industries)	2016	-	£18,157	£13,682	£15,444	£20,461	£14,822	£23,571	£22,804	£24,589
	Growth Sector - Creative Industries (including Digital)	2016	-	£48,727	£37,239	£76,604	£69,660	£45,849	£44,951	£46,442	£45,579

SLAED (ECONOMIC DEVELOPMENT) PERFORMANCE INDICATORS - MORAY 2017/18 WITH SOLACE COMPARATORS - OTHER SERVICES FAMILY GROUP 2 (ENVIRONMENTAL SERVICES AND CULTURE/LEISURE)											
Ref	Indicator	Period	Scotland (*5,424,800)	Moray (*95,780)	East Ayrshire (*121,940)	East Lothian (*104,840)	Fife (*371,410)	North Ayrshire (*135,790)	Perth & Kinross (*151,100)	South Ayrshire (*112,680)	Stirling (*94,000)
IG5	Percentage Earning Less than Living Wage	2017	18.4%	24.9%	22.6%	19.1%	23.0%	21.1%	21.6%	24.0%	17.1%
IG6	% of Participation of 16-19 year olds	2018	91.8%	91.2%	89.3%	94.7%	90.1%	91.1%	94.0%	91.6%	94.4%
IG7	% Premises unable to access 10Mbps/s Broadband	2018	6.1%	9.2%	3.1%	4.5%	1.9%	2.5%	10.7%	4.2%	7.1%
IG8	% Premises able to receive Superfast Broadband (30Mbit/s)	2018	91.1%	83.0%	94.2%	88.0%	94.5%	92.4%	81.8%	92.9%	86.1%

Ref

I = Input Indicators

A = Activity Indicators

OP = Output Indicators

OC = Outcome Indicators

IG = Inclusive Growth Indicators (New group)

\* Populations based on NRS Mid-Year 2016 Estimates

\*\* in IG1 - NUTS 3 regions are smallest areas published hence Stirling is the same as Perth & Kinross etc.





**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE ON 19 FEBRUARY 2019.**

**SUBJECT: DIRECT SERVICES AND DEVELOPMENT SERVICES (ECONOMIC DEVELOPMENT) CAPITAL AND REVENUE BUDGET MONITORING TO 31 DECEMBER 2018**

**BY: CORPORATE DIRECTOR (ECONOMIC DEVELOPMENT, PLANNING AND INFRASTRUCTURE)**

## **1. REASON FOR REPORT**

- 1.1 To inform the Committee of the current position regarding Direct Services and Development Services (Economic Development) Capital and Revenue Budgets.
- 1.2 This report is submitted to Committee in terms of Section III (A) (2) of the Council's Scheme of Administration relating to the consideration of Capital and Revenue Budgets and long term financial plans.

## **2. RECOMMENDATION**

- 2.1 **It is recommended that Committee considers and notes the budget monitoring report for the period to 31 December 2018.**

## **3. BACKGROUND**

- 3.1 The Revised Performance Management Framework February 2013 agreed by The Moray Council on 22 May 2013 (paragraph 8 (iii) of the Minute refers) requires that progress against Capital and Revenue Expenditure and the Capital Plan is reported to the relevant Service Committee every Committee cycle. Expenditure is reported in the first instance to Policy and Resources Committee quarterly.
- 3.2 The Capital Plan for 2018/19 was approved by a meeting of Moray Council on 14 February 2018 (para 6 of the minute refers). Financial Regulations approved by Moray Council on 28 February 2018 allow for the review of the Capital Plan when half year estimates are being considered. Amendments approved by Council and by Policy and Resources Committee since this date have been incorporated into this report.
- 3.3 The Capital Plan reflects the Council's priorities and is developed adhering to the Council's Capital Strategy. Regular monitoring reports are provided to Policy and Resources Committee and this Committee. Policy and Resources Committee on 10 May 2016 agreed to amendments to the information

provided in response to the Audit Scotland report “Major Capital Investment in Councils” (para 7 of the minute refers). Accordingly, this report will give details of expenditure on projects which span more than one financial year, as set out in **APPENDIX IV**.

- 3.4 The Revenue budget was approved at a meeting of the Council on 14 February 2018 (para 10 of the minute refers). The current total Revenue budget for Direct Services is £23,440 million in 2018/19.

#### **4. DIRECT SERVICES REVENUE BUDGET**

- 4.1 **APPENDIX I** details the Direct Services Revenue Budget position to 31 December 2018.

#### **4.2 REVENUE BUDGET POSITION 31 DECEMBER 2018**

<b>Annual Budget</b>	<b>Budget Year to Date</b>	<b>Actual &amp; Committed Year to Date</b>	<b>Variance Year to Date</b>
<b>£000s</b>	<b>£000s</b>	<b>£000s</b>	<b>£000s</b>
23,440	16,645	16,748	-103

- 4.3 Direct Services actual and committed budget has an overall overspend to budget, of £103,000 for the period to 31 December 2018. The position is shown in Appendix 1 and summarised in the table below with major variances described in para 4.4 - 4.7 of this report. Underspends or overspends are against projected budgets for the period only. Variances are further explained in this report and all variances will be monitored closely and reported to Committee as the year progresses.

#### **Position at 31 December 2018**

<b><u>Service</u></b>	<b>Ref Para</b>	<b>Overspend</b>	<b>Underspend</b>
		<b>£000s</b>	<b>£000s</b>
<b>Waste management</b>	<b>4.4</b>	-302	
<b>Lands and Parks/ Countryside Amenities Access</b>	<b>4.5</b>	-86	
<b>Fleet Services</b>	<b>4.6</b>		153
<b>Traffic &amp; Transportation Mgt</b>	<b>4.7</b>		125
<b>Building Catering and Cleaning</b>			7

**Estimate at end of financial year 31 March 2019.**

<b>Revised Budget</b>	<b>Estimated Outturn 2018</b>	<b>Anticipated variance</b>	<b>Variance against base budget</b>
£000	£000	£000	
23,440	23,951	(511)	-2.2%

**Explanation of variances 31 December 2018:**

- 4.4 **Major Variance – Waste Management** has an overall overspend of £302,000. Main variances are:-  
**Income shortfall of £175,000** comprising £29,000 of under achieved income from trade waste customers partly due to a reduction in customer numbers and also a reduction of collection frequencies (fortnightly to 3 weekly). Prices will be reviewed over the next financial year to see how we can become more competitive in the market. Income from recycling contracts was also under achieved by £142,000. This was partly due to ongoing fluctuations in market prices for recyclates and also due to a baler machine breakdown in September. A third party is now bailing our cardboard resulting in a reduction in income and a cost of £4,000.  
**Expenditure Overspend of £182,000.** This is broken down by the following overspends which will continue to be monitored; £58,000 leachate which is wholly dependent on climatic conditions and has to be dealt with to comply with the Landfill permit. £64,000 on vehicle running costs - £57,000 of which is due to an inflationary price increase on fuel of 9%, £50,000 one-off redundancy costs following a recent management restructure, £5,000 maintenance and £5,000 non-domestic rates costs for closed public conveniences.  
**Additional Income £51,000** comprising of £8,000 tipping income and £20,000 insurance recovery income for fire damage at Moycroft (this offsets an overspend on repairs last year). The gas utilisation contract at Dallachy is £23,000 favourable to budget.as despite the gas turbine being out of use for a period the performance is good.  
**Expenditure underspends of £5,000** as a result of recycling contracts expenditure.
- 4.5 **Major Variance – Lands and Parks/Countryside Amenities Access** has an overall overspend of £86,000. This is due to underachieving our income by £158,000 due to less than anticipated sale of lairs and burials and recharges and a £72,000 underspend on expenditure due to deferred spend on materials and tools and various other minor underspends.
- 4.6 **Major Variance – Fleet Services**  
Underspend of £153,000 is mainly due to additional electric vehicle grants which have not been budgeted for, reduced external vehicle hire and transport and plant costs.
- 4.7 **Major Variance - Traffic and Transportation Management**  
Transportation is performing better than budget by £125,000, which is principally for the following reasons:

**Income surplus:** Car park income is £40,000 better than budget, continuing the performance since the introduction of new charges. Harbours income is £65,000 better than budget, and this reflects the improved commercial operation of the harbours and will be incorporated into the 2019/20 budgeted income line. Transportation £15,000 income relates to income from road closures and also income from reinstatement fees for utilities such as BT and Scottish Gas.

## 5. **DEVELOPMENT SERVICES (ECONOMIC DEVELOPMENT) REVENUE BUDGET**

### 5.1 **REVENUE BUDGET                      POSITION 31 DECEMBER 2018**

<b>Annual Budget</b>	<b>Budget Year to Date</b>	<b>Actual &amp; Committed Year to Date</b>	<b>Variance Year to Date</b>
<b>£000s</b>	<b>£000s</b>	<b>£000s</b>	<b>£000s</b>
773	612	609	3

5.2 Development Services - Economic Development, the variance to budget is a minor underspend of £3,000.

## 6. **DIRECT SERVICES CAPITAL BUDGET TO 31 DECEMBER 2018**

6.1 **APPENDIX II** details the Direct Services Capital Budget position to 31 December 2018. The total Capital Plan budget of £15.371 million has an actual spend at the end of December 2018 of £ 6,477 million.

6.2 **APPENDIX III** shows the projects within the Capital Budget with a summary of the ratings estimated by budget managers.

6.3 Projects are marked red / amber / green. This column represents an assessment of projected expenditure at end of year - with green being a high confidence level of expenditure close to projected expenditure for the total of the year, medium confidence as amber and low confidence as red. A summary of the ratings is given in the table below.

#### 6.3.1

<b>Risk status</b>	<b>RAG</b>	<b>No. of projects</b>	<b>Projected expenditure 2018/19 £000s</b>
High confidence of spend to estimate	G	42	9,272
Medium confidence spend to estimate	A	5	2,171
Low confidence spend to estimate	R	2	937
		<b>49</b>	<b>12,380</b>

The following projects are rated as **Red**:

<b>Project</b>	<b>Reason for rating</b>	<b>Para ref</b>	<b>Projected expenditure £000s</b>
Drainage Works	Tender pricing & winter weather	6.7.5	460
Elgin Trnsprt Stratgy	Timing of schemes	6.7.7	477

The following projects are rated as Amber:

<b>Project</b>	<b>Reason for rating</b>	<b>Para ref</b>	<b>£000s</b>
Moycroft Waste Fac.	Timing of project	6.6.3	674
Upgrade Recycling Facilities	Timing of project	6.6.6	91
Flood Allev.Schemes	Timing of expenditure	6.7.8	380
Portknockie Landslip	Timing and cost of project	6.7.9	500
Buckie Harbour Imp.	Funding confirmation	6.7.11	526

- 6.4 A summary of the projected variances at December 2018 from the current approved capital programme, as detailed in **APPENDIX 1**, is set out below:

<b>Description</b>	<b>Para ref</b>	<b>Underspend (Overspend) £000</b>
<b>Land &amp; Buildings</b>		
Dallachy Landfill Site	6.6.2	230
Multi-storey car parks waterproofing	6.6.4	114
Depot Maintenance Upgrades	6.6.6	110
<b>Infrastructure</b>		
Drainage and Other Works	6.7.5	300
Arthurs Bridge and Cloddach Bridge	6.7.6	90
Remote Footbridges	6.7.6	28
Portgordon Flood Risk Mgt	6.7.8	115
Lossie Seatown Flood Risk Mgt	6.7.8	134
Dallas Flood Alleviation Scheme	6.7.8	(24)
Newmill Flood Alleviation Scheme	6.7.8	78
Portknockie Landslip	6.7.9	1,245
Buckie Harbour replace life expired items	6.7.11	251
Burghead Harbour replace life expired items	6.7.10	250
Findochty Harbour replace life expired items	6.7.10	16
<b>Plant &amp; Equipment</b>		
Vehicle Replacement Programme	6.5.2	151
Electric Bus	6.5.1	7
Upgrade containers at recycling centres	6.6.6	6



Description	Para ref	Underspend (Overspend) £000
<b>Total</b>		<b>3,238</b>

## 6.5 Vehicles, Plant and Equipment

6.5.1 Expenditure on vehicles, plant and equipment to 31 December totals £1,380,000. The major items of expenditure are £866,000 on the vehicle replacement programme; £283,000 on the purchase of an electric bus, funded through G-PaTRA and the Green Bus Fund; £148,000 on car parking machines and £35,000 was spent on domestic and trade waste bins.

6.5.2 **Vehicle & Plant Replacement Programme** - Policy and Resources Committee on 27 November 2018 approved the deferment of budget of £1,100,000 from 2018/19 to 2019/20. (para 14 of the draft minute refers). The purchase of the electric bus incurred expenditure of £283,000, resulting in a small budget underspend of £7,000. The Council will receive grant funding for the full cost of the vehicle.

## 6.6 Lands and Buildings

6.6.1 Expenditure on Lands and Buildings to 31 December totals £121,000.

6.6.2 **Dallachy Landfill Site** – This project at Dallachy Landfill Site to construct and cap landfill cells and reinstatement is projected to spend £148,000 from the budget of £378,000. Due to inclement weather, it is likely that expenditure of £230,000 on capping will be delayed until 2019/20, with deferral of £230,000 from 2018/19 to 2019/20 required.

6.6.3 **Integrated Waste Facility Moycroft** - This project is to redevelop and consolidate waste facilities at Moycroft in Elgin and has an approved budget of £3,532,000 over a number of years. Following the tender process it is now expected that the project will show a budget saving of £500,000. Works on-site have now started with anticipated expenditure of £674,000 in this financial year, however the project is rated as amber to reflect uncertainty about the exact timing of expenditure over the life of the project.

6.6.4 **Car Parks Waterproofing** – Works to replace waterproofing and expansion joints at multi storey car parks in Elgin have now been postponed from 2018/19 to 2019/20 as these works cannot be carried out in winter weather, with deferral of £114,000 from 2018/19 to 2019/20 required to reflect the updated works schedule.

6.6.5 **NESS Energy** – The inter authority agreement with Aberdeen City and Aberdeenshire Council relating to the NESS energy from waste project is projected to spend to the budget of £514,000. This expenditure includes the Council's share of the cost of acquisition of the site of the proposed facility.

6.6.6 **Upgrade Facilities at Recycling Centres** – This project to upgrade facilities at Gollachy Buckie and Waterford Forres has been partly deferred as a result of the current financial position of the Council and is anticipated to incur expenditure of £91,000 this financial year. Policy and Resource Committee

on the 27 November 2018, (para 13 of the draft minute refers) approved deferment of budget of £270,000 from 2018/19 to 2019/20.

## **6.7 Infrastructure**

- 6.7.1 Expenditure on infrastructure assets to 31 December totals £4,976,000. The major items of expenditure are £1,748,000 on carriageway resurfacing/reconstruction, £542,000 on timber traffic routes, £266,000 on bridges infrastructure, £235,000 on Elgin Transport Strategy, £382,000 on Buckie harbour upgrades and £1,264,000 for street lighting (including £689,000 on new LED lighting).
- 6.7.2 The majority of infrastructure projects are estimated to be on time and on budget during 2018/19.
- 6.7.3 **Road Safety Barrier Provision** – This project is on hold pending a review by the Traffic section and budget arrangements for 2019/20, therefore the budget of £158,000 is rated as red to indicate a low confidence of achieving the projected spend in this financial year.
- 6.7.4 **Carriageway resurfacing/surface dressing and Footways** – Carriageway resurfacing is projected to spend £32,000 above the budget allocation of £2,042,000 but this is offset by footways projecting to spend £32,000 below the budget allocation of £300,000.
- 6.7.5 **Drainage & Other Works** – This budget includes an allocation of £300,000 for landslip remedial works at South Lodge on the A940. These works have now been deferred to 2019/20. It is expected that Policy and Resources Committee on 12 February 2019 will be requested to approve budget deferral of £300,000 from 2018/19 to 2019/20. Planned works within this budget heading can also be affected by winter weather, therefore this budget is rated as red in terms of achieving the projected expenditure of £460,000.
- 6.7.6 **Bridges – strengthening and replacement** –The project to install traffic lights at Arthurs Bridge has been delayed due to electricity supply issues with projected expenditure in 2018/19 of only £34,000 from the budget allocation of £114,000. It is expected that Policy and Resources Committee on 12 February 2019 will approve budget deferral of £80,000 from 2018/19 to 2019/20. The project at Cloddach Bridge budgeted at £10,000 is now projected to spend nil, but with the bridge weight limits continuing to be monitored. It is expected that Policy and Resources Committee on 12 February 2019 will be requested to approve a budget reduction of £10,000. The remote footbridges budget of £55,000 is now anticipated to spend £27,000 in this financial year with work on Findochty Bridge delayed into the next financial year. It is expected that Policy and Resources Committee on 12 February will be requested to approve budget deferral of £28,000 from 2018/19 to 2019/20 to allow for the works at Findochty Bridge.
- 6.7.7 **Elgin Transport Strategy** – The Elgin Transport Strategy report was approved by Council on 9 August 2017 (paragraph 3 of minute refers). Expenditure of £235,000 has been incurred to date. £97,000 relates to refreshing the traffic model data for Elgin (Moray Council on 14 February 2018, para 9 of the minute refers). £138,000 relates to works carried out at

South Street/Hay Street Junction funded by the use of developer contributions of £16,000, with the balance funded by the Council. The timings of schemes are currently uncertain due to scheme interdependencies and scheme funding, therefore this project is marked as red for certainty of achieving projected spend.

- 6.7.8 **Flood Alleviation Schemes** – The initial study works for the Flood Risk Management project for Portgordon is near completion with the solution likely to be a drainage only solution that will reduce the frequency of flooding. Full details of this proposal will be reported to a future meeting of this Committee. The project is estimated to incur expenditure of £40,000 in 2018/19 but is rated as amber for confidence of achieving this projected figure.

The initial study works and business case for the Flood Risk Management project at Lossiemouth Seatown have been completed. Full details of the proposals for this area will be reported to a future meeting of this Committee. The project is anticipated to spend £90,000 this financial year with the project expected to be progressed in 2022. I

Final costs for Dallas flood alleviation scheme of £24,000 have been incurred. When added to the overspend of £39,000 reported to Moray Council on 28 June 2018, this results in a total overspend of £63,000 from the original budget of £300,000. The overspend is due to additional material processing required on site because of the quantity of large stones found during embankment works and land compensation costs higher than anticipated.

Potential land compensation payments remain as the principal outstanding issue for the flood alleviation schemes in Elgin, and Forres (River Findhorn & Pilmuir). Approved capital budget is held in current and future years for potential payments and the total projected expenditure for each scheme remains within the original budget allocations. Newmill Flood Alleviation Scheme is projected to spend nil, giving a budget saving of £78,000, with any compensation claims for this scheme now time barred.

- 6.7.9 **Portknockie Landslip** – the contract for this project will be awarded on the 29 January 2019, with the possibility of works starting on site early in 2019. It is expected that £500,000 will be spent this financial year with £1 million expected to be carried forward to 2019-20 subject to approval by Policy and Resources Committee on 12 February 2019, giving an expected total project budget of £1.5m.

- 6.7.10 **Harbours – Life expired items and upgrades** – There is a rolling programme of works to replace life expired items and upgrade facilities at harbours in Moray. Following completion of the tendering process, the current estimated cost for works at Buckie Harbour is £700,000. £450,000 is expected to be spent in 2018/19 and the remaining £250,000 in 2019/20. Due to a temporary reduction in staff resources, the previously proposed work at Burghead Harbour is now planned for 2019/20. On 27 October a number of the harbours in Moray sustained storm damage due to wave action. To reduce the risk of escalating repair costs work was undertaken to repair this damage as early as possible and the funding required to pay for this work was taken from the existing allocation for harbours works in the capital plan. The work is now complete at a cost of £45,000.

**6.7.11 Buckie Harbour Improvements** – The project to provide ice plant facilities and fuel tank facilities at Buckie is rated as amber, with spend being dependent on the successful application for external funding, which is currently in progress. If successful the expenditure must be incurred within the current financial year. At this stage it is unknown when any award will be confirmed and if there is potential for the deadline to be extended beyond March 2019.

**6.8** Policy and Resources on the 27 November 2018 agreed deferment of budget from 2018/19 to 2019/20 and a summary is listed below (para 13 of draft minute refers).

	£000s
Recycling Facilities	270
Bridges – Glenlivet	145
Elgin Transport Strategy	2,023
Vehicle Replacement Programme	1,100
<b>Total</b>	<b>3,538</b>

**6.9 Additional proposed budget deferments to 2019/20**

It is expected that Policy and Resources Committee on 12 February will be requested to defer budgets and a summary of the proposed budget deferments from 2018/19 to 2019/20 is listed below:

Dallachy Landfill Site	6.6.2	230
Car Parks Waterproofing	6.6.4	114
Drainage & Other Works	6.7.5	300
Bridges	6.7.6	108
Flood Alleviation Schemes	6.7.8	249
Portknockie Landslip	6.7.9	1,000
Harbours	6.7.10-11	501
Vehicle Replacement Programme	6.5.2	151
<b>Total</b>		<b>2,653</b>

**Proposed budget savings in 2018/19 –**

It is expected that Policy and Resources Committee on 12 February will give details of projects where budget savings have been identified. A summary of the proposed budget savings in 2018/19 is listed below:

Depot Upgrades	6.6	110
Bridges	6.7.6	10
Flood Alleviation Schemes	6.7.8	78
Portknockie Landslip	6.7.9	245
Recycling Containers	6.6.6	6
<b>Total</b>		<b>449</b>

## **7. RISK AND EMERGING ISSUES**

- 7.1 Budget managers have been requested to identify any specific areas of risk for the projects in the Capital Plan for which they are responsible.
- 7.2 The main risk for the vehicle replacement programme is manufacturers failing to deliver to agreed timescales.
- 7.3 Land compensation claims remain a risk for the major flood alleviation scheme at Forres.
- 7.4 Poor weather conditions can impact project timescales, as identified for Roads Drainage works and harbours renovation works.
- 7.5 Lack of staff resources and staff turnover can impact on project timescales.
- 7.6 Other emerging work priorities can impact on scheduled works.
- 7.7 Some projects have been deferred in response to the council's financial situation. There is a risk that contract inflation might increase the eventual cost of these projects and a risk that any deferment of projects relating to asset condition might result in element failure.

## **8. SUMMARY OF IMPLICATIONS**

### **(a) Corporate Plan and 10 Year Plan, (Local Outcomes Improvement Plan (LOIP))**

Effective budget management is an essential component of delivery of Council priorities. This report was informed by Moray 10 Year plan and provides support to enable the following priorities to be delivered: Growing diverse and sustainable economy, Building a better future for our children and young people in Moray, Empowering and connecting communities and working towards a financially stable council that provides valued services to our communities

### **(b) Policy and Legal**

There are no policy or legal implications arising directly from this report.

### **(c) Financial implications**

The financial implications are highlighted within the report and detailed in **APPENDICES I – IV**.

Direct Services Revenue spend to 31 December 2018 is £16,748,000 against a projection of £16,645,000 giving an overspend of £103,000.

Development Services - Economic Development revenue spend to 31 December 2018 is £609,000 against a budget to date of £612,000 giving a minor underspend variance of £3,000.

Direct Services capital spend is £6,477 million to 31 December 2018.

**(d) Risk Implications**

Budget managers are aware of their responsibilities for managing budget allocations and approval for variance will be sought from Committee in line with the Financial Regulations.

**(e) Staffing Implications**

There are no staffing implications arising from this report.

**(f) Property**

There are no Property implications arising from this report.

**(g) Equalities/Socio Economic Impact**

There are no equalities implications arising from this report because the report informs the Committee on budget monitoring.

**(h) Consultations**

This report has been prepared in consultation with Paul Connor, Principal Accountant, Head of Direct Services, Head of Development Services, Legal Service Manager, Lissa Rowan, Committee Service Officer and Direct Services Management Team and Budget Managers. Any comments have been taken into consideration.

**9. CONCLUSION**

**9.1 This report sets out the budget monitoring position and comments on variances for the Direct Services and Development Services (Economic Development) Capital and Revenue Budget for the period to 31 December 2018.**

Author of Report: Nichola Urquhart, Quality Management Systems Officer

Background Papers:

Ref:



**DIRECT SERVICES REVENUE BUDGET PROGRESS  
PERIOD TO 31 DECEMBER 2018**

Service	Annual Budget	Budget to date	Actual & Committed YTD	Variance
	£000s	£000s	£000s	£000s
Building Cleaning & Catering	4,947	3,644	3,636	8
Waste Management	8,171	5,814	6,116	-302
Direct Services Admin /Quality Assurance	310	232	231	1
Lands and Parks/Countryside Amenities/Access	1,427	960	1,046	-86
Roads Management	4,294	2,882	2,881	1
Fleet Services	-1,801	-1,284	-1,437	153
Transportation Mgmt	5,363	3,612	3,487	125
Flood Risk Management	931	662	661	1
Staff Saving Targets	-368	0	0	0
Direct Services Directorate	166	123	127	-4
<b>Total Direct Services</b>	<b>23,440</b>	<b>16,645</b>	<b>16,748</b>	<b>-103</b>





## APPENDIX II DIRECT SERVICES CAPITAL BUDGET PROGRESS – PERIOD TO 31 DECEMBER 2018

Service Description	Total Number of Projects	Current Capital Plan Budget 2018 - 2019	Actual & Committed to 31 Dec 2018	Total Projected Expenditure
		£000s	£000s	£000s
Vehicle Plant and Equipment	10	2,518	1,380	2,354
Lands and Buildings (Direct Services Only)	7	1,782,	121	1,438
Infrastructure	32	11,071	4,976	8,588
<b>Total</b>	<b>49</b>	<b>15,371</b>	<b>6,477</b>	<b>12,380</b>



## CAPITAL PROJECTS

## APPENDIX III

Direct Services Capital Programme  2018 / 2019	Current Budget  £000	Actual Expenditure 31 December 2018  £000	Total Projected Expenditure 31 March 2019  £000		
Vehicle Plant and Equipment					
Vehicle & plant replacement programme	1,939	866	1,788	G	Roads Maintenance
G-PaTRA / Green Bus Fund – purchase of electric bus	290	283	283	G	Transportation
Children's Play Areas (Parkland)	35	14	35	G	Environmental Protection
Facilities Management Equipment	13	5	13	G	Environmental Protection
Domestic & Trade Waste Bins	35	35	35	G	Environmental Protection
Upgrade of containers at recycling centres	10	4	4	G	Environmental Protection
New Car Parking Machines	160	148	160	G	Transportation
Traffic Data Collection Equipment	11	10	11	G	Transportation
Traffic signal replacement Forres	5	0	5	G	Transportation
Pool Car Booking System	20	15	20	G	Roads Maintenance

Cont.					
Direct Services Capital Programme 2018 / 2019	Current Budget	Actual Expenditure 31 December 2018	Total Projected Expenditure 31 March 2019		
	£000	£000	£000		
<b>Lands and Buildings</b>					
Waste Management-New landfill cells, capping and reinstatement	378	37	148	G	Environmental Protection
Integrated Waste Management Facility	674	45	674	A	Environmental Protection
Waste Mgt- NESS Energy	514	39	514	G	Environmental Protection
Waste Mgt.- Upgrade Recycling Centre facilities	91	0	91	A	Environmental Protection
Materials Recovery Facility Upgrade	0	0	0	G	Environmental Protection
Replacement burial grounds – ground investigation Elgin Site	11	0	11	G	Environmental Protection
Replace waterproofing and expansion joints at multi storey car parks	114	0	0	G	Consultancy
<b>Infrastructure</b>					
Road Safety Provision	90	0	90	G	Transportation
Disability adaptations	70	58	70	G	Transportation
Road safety barrier provision	158	0	158	G	Consultancy

New road signs and markings	30	28	30	G	Transportation
CWSS Cycling Walking Safer Streets	131	9	131	G	Transportation
Carriageway resurfacing/ reconstruction/ surface dressing	2,042	1,748	2,042	G	Roads Maintenance
Footways	300	78	300	G	Roads Maintenance
Drainage and other works	760	229	460	R	Roads Maintenance
Timber Traffic structural works	670	542	670	G	Roads Maintenance
U97H Tomliath Bridge	10	0	10	G	Consultancy
B9136 Glenlivet Bridge	5	0	5	G	Consultancy
A941 New Craigellachie Bridge	25	0	25	G	Consultancy
A940 Glenernie Bridge	150	140	150	G	Consultancy
B9007 Logie Bridge	150	126	150	G	Consultancy
C2E Cloddach Bridge	10	0	0	G	Consultancy
Arthurs bridge	114	0	34	G	Consultancy
Remote footbridges	55	0	27	G	Consultancy
Elgin Transport Strategy	477	235	477	R	Transportation
Street Lighting - Replace SOX and SON street lights with LED Lights	1,034	689	1,034	G	Roads Maintenance
Street Lighting- Replacement columns and lights	725	575	725	G	Roads Maintenance
Flood Risk Management					

Portgordon	155	14	40	A	Consultancy
Lossiemouth Seatown	224	36	90	A	Consultancy
Dallas	0	24	24	G	Consultancy
Newmill	78	0	0	G	Consultancy
Elgin FAS	100	12	100	A	Consultancy
Forres ( River Findhorn& Pilmuir ) FAS	150	16 <sup>i</sup>	150	A	Consultancy
Harbours – replacement of life expired elements and upgrade					
Buckie	701	382	450	G	Consultancy
Burghead	258	8	8	G	Consultancy
Findochty	61	0	45	G	Consultancy
Portknockie landslip	1,745	27	500	A	Consultancy
Economic Development	67	0	67	G	Transportation
Buckie Harbour Infrastructure Improvements – Ice Plant and Fuel Tank	526	0	526	A	Transportation

Note: \*Total capital figure indicated includes budget deferment and carry forwards from 2017/18 to 2018/19 as approved by Moray Council Committee on 28 June 2018.

Major Capital Projects spanning more than 1 financial year as at 31 December 2018

APPENDIX IV

Description	Approved Budget	Total Expenditure in previous financial years	Current 2018-19 Budget	Actual spend to 2018-19	Remaining Budget 2018-19	Project Spend to 31/12/2018	Life to Projected Future Years Budget Required	Estimated Final Cost	Projected Budget Variance
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
LED Street lighting replacement programme	5,000	2,195	1,034	689	345	2,884	1,100	4,329	671
Moycroft Integrated Waste Facility	3,532	58	674	45	629	103	2,300	3,032	500
<b>Total</b>	<b>8,532</b>	<b>2,253</b>	<b>1,708</b>	<b>734</b>	<b>974</b>	<b>2,987</b>	<b>3,400</b>	<b>7,361</b>	<b>1,171</b>



