



Economic Development and Infrastructure Services Committee

Tuesday, 21 June 2022

NOTICE IS HEREBY GIVEN that a Meeting of the **Economic Development and Infrastructure Services Committee** is to be held at **Council Chambers, Council Office, High Street, Elgin, IV30 1BX** on **Tuesday, 21 June 2022** 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 Item 13 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 22 March 2022**

5 **Written Questions ****

6 **Cloddach Bridge Structural Assessment** **7 - 12**

Report by Depute Chief Executive (Economy, Environment and Finance)

7 **Forres Town Centre Improvement Plan - Funding** **13 - 18**

Opportunity

Report by Depute Chief Executive (Economy, Environment and Finance)

- | | | |
|----|--|---------|
| 8 | Marine Safety and Operational Summary of 2021-2022
and Update for Q4 2021-2022

Report by Depute Chief Executive (Economy, Environment and Finance) | 19 - 32 |
| 9 | Scottish Local Authorities Economic Development
Indicator Framework Report 2020-21

Report by Depute Chief Executive (Economy, Environment and Finance) | 33 - 50 |
| 10 | Performance Report (Economic Growth and
Development Services) - Period to March 2022

Report by Depute Chief Executive (Economy, Environment and Finance) | 51 - 56 |
| 11 | Performance Report (Environmental and Commercial
Services) - Period to March 2022

Report by Depute Chief Executive (Economy, Environment and Finance) | 57 - 64 |
| 12 | Question Time ***

Consider any oral question on matters delegated to the Committee in terms of the Council's Scheme of Administration. | |

**Item(s) which the Committee may wish to consider with
the Press and Public excluded**

- | | |
|----|--|
| 13 | Dallachy Gate Fee <ul style="list-style-type: none"> • Information on proposed terms and/or expenditure to be incurred by the Authority; • Information on the amount of any expenditure proposed to be incurred by the Authority; |
|----|--|

Summary of Economic Development and Infrastructure

Services Committee functions:

Roads Authority; Lighting Authority, Reservoirs Act 1975, Public Passenger Transport; Flood Prevention; Twinning; Piers and Harbours and Coast Protection; Industrial and Commercial Development; Environmental Protection; Burial Grounds; Assistance to Industry or Commerce; Public Conveniences; Council Transportation; Catering & Cleaning; Land Reform (Scotland) Act 2003; Countryside Amenities; Tourism, monitoring funding from European Programmes, youth training and employment creation scheme and provide Architectural, Quantity Surveying, Maintenance and Allied Property Services.

Any person wishing to attend the meeting should contact customer services on 01343 563217 prior to the meeting as the number of attendees is restricted due to the recent Covid pandemic

**You can however watch the webcast of the meeting by going to :
http://www.moray.gov.uk/moray_standard/page_43661.html**

* **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.

THE MORAY COUNCIL

Economic Development and Infrastructure Services Committee

SEDERUNT

Councillor Marc Macrae (Chair)
Councillor Amber Dunbar (Depute Chair)

Councillor Peter Bloomfield (Member)
Councillor John Cowe (Member)
Councillor John Divers (Member)
Councillor David Gordon (Member)
Councillor Juli Harris (Member)
Councillor Sandy Keith (Member)
Councillor Graham Leadbitter (Member)
Councillor Paul McBain (Member)
Councillor Shona Morrison (Member)
Councillor Kathleen Robertson (Member)
Councillor Draeyk Van Der Horn (Member)
Councillor Sonya Warren (Member)

Clerk Name:	Lissa Rowan
Clerk Telephone:	07765 741754
Clerk Email:	committee.services@moray.gov.uk



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE
SERVICES COMMITTEE ON 21 JUNE 2022**

SUBJECT: CLODDACH BRIDGE STRUCTURAL ASSESSMENT

**BY: DEPUTE CHIEF EXECUTIVE (ECONOMY, ENVIRONMENT AND
FINANCE)**

1. REASON FOR REPORT

- 1.1 To inform the Committee of the structural condition of Cloddach Bridge which is currently closed in the interest of public safety and advise on the options available for the future operation of this bridge.
- 1.2 This report is submitted to Committee in terms of Section III (F) (15) of the Council's Scheme of Administration relating to management and implementation of the requirements of the Roads (Scotland) Act 1984.

2. RECOMMENDATION

2.1 It is recommended that Committee agree:

- (i) Cloddach Bridge remains closed to vehicular traffic but open to pedestrians and cyclists with regular inspections to monitor the condition of the bridge; and
- (ii) when bridge condition deteriorates further and it is not considered safe for any user, this route is closed permanently and the bridge is removed.

3. BACKGROUND

- 3.1 Cloddach Bridge was built in 1905 with an estimated design-life of between 100 and 120 years, after which it would require significant refurbishment or replacement. This bridge is located on the C2E road and a traffic survey undertaken in 2020 showed the average number of vehicles crossing the bridge each day was less than 800.
- 3.2 Principal Inspections were undertaken on the bridge in 1995, 1997 and 2019. In 2001 a weight restriction of 7.5 Tonnes was applied to the bridge and following the Principal Inspection and Structural Assessment undertaken in 2019, the allowable weight was reduced to 3 Tonnes.

- 3.3 To deter non-compliant vehicles from crossing the bridge a 2m height restriction was installed in summer 2021. However, the height restriction was hit repeatedly by non-compliant vehicles over a period of several months.
- 3.4 A Special Inspection and Load Capacity Review was undertaken by officers in February 2022, to establish how much the bridge had deteriorated and the impact the deterioration had on the load bearing capacity. The findings of this assessment indicate significant deterioration and a load bearing capacity of less than 3 Tonnes. Based on this assessment Cloddach Bridge was temporarily closed to motor vehicles in the interest of public safety. The maximum length of diversion required because of this closure is 6 miles.
- 3.5 To verify the condition of Cloddach Bridge an independent Structural Engineer was commissioned to undertake a Principal Inspection and Structural Assessment. The independent Structural Assessment used more complex analysis techniques that provide more detail on the structural condition of the bridge. The Inspection took place in mid-February 2022, with the Structural Analysis completed by the end of March. The report of the Principal Inspection and Structural Assessment has been uploaded as an additional document to the Committee Management Information System (CMIS) along with the agenda. A summary of the findings is provided below.
- 3.6 Findings of the independent Principal Inspection and Structural Assessment:
- The Principal Inspection (PI) –confirmed that substantial corrosion has occurred to the steel beams. The concrete arches between the beams and the steel soffit are showing significant signs of deterioration. These defects are commensurate with the age of the bridge, which is at the end of its service life.
 - Structural Assessment – The Structural Assessment confirms that the bridge does not have sufficient capacity for vehicle loading. Details of the analysis are provided in the report of the Principal Inspection and Structural Assessment.
 - Recommendations – The Assessment report recommends that Cloddach Bridge should remain closed to all vehicular traffic. With continued monitoring, the bridge could remain open to pedestrians and cyclists for a period of approximately two years.
- 3.7 Potential options for the future operation of Cloddach Bridge have been identified and these are provided below. A cost estimate has been provided for each option by the independent Structural Engineer and this estimate includes a nominal allowance of approximately 15% for risk. Given that construction inflation is currently 30% and there are a number of uncertainties associated with the repair and replacement works, 15% is considered optimistic. At this stage in a construction project it is standard practice to add optimism bias of 60%. As a small risk allowance has already been included, optimism bias of 45% has been added to the options requiring construction works.
- 3.8 **Do Nothing** – This would allow the bridge to remain open to pedestrians and cyclists only without further intervention from the Council. Vehicles would be

prevented from crossing the bridge by the barriers currently in place on either side of the bridge. This option is considered a risk to public safety as no inspections would be undertaken to monitor the condition of the bridge and suitability for pedestrian and cycle use. There would also be no turning facilities for motor vehicles. There are no costs or economic benefit associated with the Do Nothing option.

- 3.9 **Do Minimum** – The bridge would remain open to pedestrians and cyclists only but the structure would be inspected and its condition monitored. Further deterioration of the bridge is likely to result in a full closure. A long term road closure would be required, with ancillary works such as signage and turning facilities for motor vehicles. Erection of bollards or other substantial structure would be required to prevent vehicle access while allowing access for pedestrians and cyclists. The cost estimate for this option is £135,000. It should be noted that there will be additional costs required to implement a full road closure when this becomes necessary. There is no economic benefit associated with this option.

Costs

Bollards Signage & Inspections	Stopping Up Order	Turning Head	Construction Works	Optimism Bias	Total
£50,000	N/A	£85,000	N/A	N/A	£135,000

- 3.10 **Close and Demolish Bridge** – the bridge would be closed to all users and a Stopping Up Order would be progressed. Stopping Up requires the river channel to be reinstated to its condition before the bridge was constructed and the land returned to the landowner(s). The bridge, including abutments and piers would need to be removed and the channel made good. The cost of demolition is estimated to be £333,500. This cost estimate does not include any work that may be required to remove the weir which forms part of the bridge structure. Any work to the weir would need to be done under licence from SEPA. There is no economic benefit associated with this option.

Costs

Bollards & Signage	Stopping Up Order	Turning Head	Construction Works	Optimism Bias	Total
£15,000	£10,000	£85,000	£120,000	£103,500	£333,500

- 3.11 **Repair the bridge for pedestrian and cycle use** – The bridge would remain closed to vehicles but strengthening the deck could extend the life of the bridge for pedestrian and cycle use by 10 years. There is a risk that the grit blasting required to repaint the steelwork would reveal further deterioration that could not be observed during the Principal Inspection. If this were to occur it could significantly increase the cost of this option. The estimated cost of this option is £435,000. There is no economic benefit associated with this option.

Costs

Bollards & Signage	Stopping Up Order	Turning Head	Construction Works	Optimism Bias	Total

£15,000	N/A	£85,000	£200,000	£135,000	£435,000
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- 3.12 **Repair the bridge for vehicular use** – This option would require complete refurbishment of the bridge deck and parapet. There would also need to be extensive river bank repairs and repairs to the concrete substructure. It is estimated that this option could increase the service life by 50 years. Given the uncertainty with the condition of elements of the bridge that could not be accessed for inspection, the risk associated with this option is considered significant. The estimated cost of this option is £2,537,500. The economic benefit of this option is £74,000 per year.

Costs

Bollards Signage & Inspections	Stopping Up Order	Turning Head	Construction Works	Optimism Bias	Total
N/A	N/A	N/A	£1,750,000	£787,500	£2,537,500

- 3.13 **Demolish and replace Cloddach Bridge** – This would require demolition of the exiting bridge and construction of a new single span bridge, which would have a design life of 120 years. The estimated cost of this option is £2,900,000. The economic benefit of this option is £74,000 per year.

Costs

Bollards Signage & Inspections	Stopping Up Order	Turning Head	Construction Works	Optimism Bias	Total
N/A	N/A	N/A	£2,000,000	£900,000	£2,900,000

- 3.14 Cloddach Bridge is not currently in the Capital Plan for expenditure on repair or replacement. Replacement of this bridge is considered low priority as it is not a critical route and the maximum diversion route is 6 miles. To be classed as a critical route the bridge would need to carry more than 7,000 cars per day, provide sole access to more than 8 properties or provide access to critical infrastructure such as a fire station or hospital.

4. **SUMMARY OF IMPLICATIONS**

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

“Building a better future for our children and young people in Moray”

- (b) **Policy and Legal**

Moray Council in its role as Local Road Authority has a statutory duty under the Roads (Scotland) Act 1984 to manage and maintain the road network.

- (c) **Financial implications**

The financial implications are set out in paragraphs 3.9, 3.10, 3.11, 3.12 and 3.13 of this report.

When the Council approved the budget for 2022/23 on 22 February 2022 (paragraph 3 of the Minute refers) it balanced only by using reserves and one-off financial flexibilities. The indicative 3 year budget showed a likely requirement to continue to make savings in the order of £20 million in the next two years. All financial decisions must be made in this context and only essential additional expenditure should be agreed in the course of the year. In making this determination the committee should consider whether the financial risk to the Council of incurring additional expenditure outweighs the risk to the Council of not incurring that expenditure, as set out in the risk section below and whether a decision on funding could reasonably be deferred until the budget for future years is approved.

(d) Risk Implications

Cloddach bridge does not have the capacity to withstand vehicle loading and there would be a risk to public safety if the bridge were to be re-opened to vehicular traffic without significant repair or replacement.

There are a number of unknowns associated with demolition, repair and replacement of the bridge and there is a risk that the cost of undertaking these works will increase. It should also be noted that post COVID construction inflation is currently around 30%. There is still uncertainty around how much this may increase in future and there is a risk that costs could increase significantly over the next few years.

In addition, prioritising a bridge in departure from policy creates the risk that other communities will seek to alter the prioritisation of bridges in their area which would exacerbate cost pressures as set out in paragraph (c) above. Foths Bridge was viewed as an exceptional departure from policy in 2021/22 because a spend to save case could be made given the need for changes to school transport arrangements which created additional costs. There are no such considerations for Cloddagh Bridge.

(e) Staffing Implications

There are no staffing implications associated with the recommendations in this report. If another option is to be progressed, staff costs would be added to the overall project costs.

(f) Property

Cloddach Bridge currently vests with Moray Council in its role as Road Authority. If the bridge is closed and the road is Stopped Up, the land on which it has been constructed will need to be reinstated and returned to the landowner.

(g) Equalities/Socio Economic Impact

If the bridge remains closed to vehicular traffic, a maximum diversion of 6 miles may affect some car users.

(h) Climate Change and Biodiversity Impacts

Where possible we would seek to recycle and / or reuse the waste material generated through demolition of the existing bridge.

(i) Consultations

Depute Chief Executive (Economy Environment and Finance), Acting Head of Environmental and Commercial Services, P Connor Principal Accountant, Legal Services Manager, Equal Opportunities Officer and L Rowan, Committee Services Officer have been consulted and their comments incorporated into the report

5. CONCLUSIONS

- 5.1 Cloddach Bridge is currently closed to vehicular traffic, in the interest of public safety.**
- 5.2 The bridge can be used by pedestrians and cyclists, if regular inspections are undertaken to monitor its condition.**
- 5.3 The bridge cannot be reopened to vehicular traffic without significant repair work or replacement. This bridge is not considered strategically important for the reasons set out in paragraph 3.14 and has not been prioritised for capital expenditure on repair or replacement.**

Author of Report: Debbie Halliday, Consultancy Manager

Background Papers: Principal Inspection and Assessment Report - Fairhurst.

Ref: SPMAN-524642768-743



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE
SERVICES COMMITTEE ON 21 JUNE 2022**

**SUBJECT: FORRES TOWN CENTRE IMPROVEMENT PLAN – FUNDING
OPPORTUNITY**

**BY: DEPUTE CHIEF EXECUTIVE (ECONOMY, ENVIRONMENT AND
FINANCE)**

1. REASON FOR REPORT

- 1.1 To inform the Committee of funding opportunities that could help to deliver the Forres Town Centre Improvement Plan and to authorise submission of Expressions of Interest (EOIs) to the funders by no later than 31 July 2022.
- 1.2 This report is submitted to Committee in terms of Section III A (2) of the Scheme of Administration relating to long-term financial plans.

2. RECOMMENDATION

2.1 It is recommended that Committee agrees:

- (i) **to approve the submission of EOIs to the National Lottery Heritage Fund and Historic Environment Scotland to support delivery of the Forres Town Centre Improvement Plan, with no financial or contractual obligations to Council; and**
- (ii) **if successful, to consider a further report in November / December 2022 concerning submission of applications for the development phase.**

3. BACKGROUND

- 3.1 Draft Town Centre Improvement Plans were agreed by the Planning and Regulatory Services Committee on 18 January 2022 for Aberlour, Buckie, Dufftown, Forres, Keith and Lossiemouth (Paragraph 10 of the minute refers). Community consultation on the plans has now been completed and it is anticipated that final documents will be reported back to Committee in August 2022. The plans aim to support the regeneration of town centres in Moray by setting out a range of proposals, including bringing vacant and derelict sites back into use, improving active travel connections, greening and

other streetscape improvements in order to create vibrant; attractive; green; healthy, safer and inclusive town centres.

3.2 The [Forres Town Centre Improvement Plan](#) objectives include:

- Strengthen the unique sense of place of Forres Town Centre by creating a high quality experience of shops, attractions and facilities for the community and visitors.
- Promote Forres as a place that is welcoming and pleasant to spend time in, that is green and easy to get to on foot and by bicycle.
- Support the refurbishment and regeneration of Forres Town Hall.
- Create a high quality heritage interpretation trail attraction for visitors and the community to engage with.
- Increase landscaping through the High Street through the introduction of street trees to connect Grant Park through the High Street to Castlehill and embed opportunities for food growing.
- Improve public realm to create opportunities for social interaction and enhance key approaches into the High Street through the lanes linking into car parks.
- Develop a Shopfront Improvement Scheme to ensure that traditional shopfronts are retained and improved to strengthen and enhance the character of the historic High Street.
- Promote sustainable travel and improve pedestrian experience.
- Re-purpose vacant and derelict buildings to reduce the number of empty properties and increase number of people living in the town centre

3.3 **Forres Conservation Area Regeneration Scheme (CARS) Proposal**

Moray Council agreed at its meeting on 31 October 2018 (Para 9 of the minute refers) to submit a Forres CARS application to HES based on the Conservation Appraisal, Management, Action Plan and Interpretation Plans that were produced to support the scheme, however the fund was very competitive and the application was unsuccessful (Paragraph 9 of the minute refers). The proposal included:

- Improvements to public realm
- Repair of priority buildings
- Traditional shopfront repair scheme
- Small grant scheme
- Traditional skills training & interpretation

3.4 New funding opportunities recently launched by the National Lottery Heritage Fund (NLHF) and Historic Environment Scotland (HES) fit the context of place based regeneration and therefore align very well with the objectives of the Forres Town Centre Improvement Plan. The funders are working in partnership to take a collective approach to their area based funding programmes. They aim to co-fund heritage projects that support place-based regeneration and boost local economies. Applications for the same project can be submitted through each organisations' individual grant programmes. They will work together to consider projects which – with dual funding – can maximise impact and deliver positive and lasting change for Scotland's places and communities.

- 3.5 **NLHF Grants for Heritage** programme aims to halt and reverse the decline of historic landscapes and townscapes by capitalising on their unique character to create attractive, vibrant, and interesting places where people want to live work, visit and invest. The programme supports physical works to repair and enhance the historic area, activities to help people engage with the heritage, development and operational costs. All projects must be inclusive and environmentally sustainable.
- 3.6 **HES Heritage & Place Programme** is the successor to the Conservation Area Regeneration Scheme (CARS). It aims to contribute to the development of vibrant and sustainable places in Scotland, through community-led regeneration of the historic environment. The programme supports the development and delivery of heritage-focused schemes within conservation areas, or alternatively distinctive heritage areas with local authority recognition.
- 3.7 For both programmes there are still two separate expression of interest, applications, and decision processes but the two organisations will be working closely to provide joint support to projects and the 3 stages of application will run in parallel: **EOI by 31 July 2022**, the Development Phase (takes up to 12 months) and the Delivery Phase (maximum 5 years from commencement of scheme).
- 3.8 This funding offers a fantastic opportunity to apply for funding to deliver the Forres Town Centre Improvement Plan and to include the wider area. Buildings outside the central town boundary of the Conservation Area can now be included which creates potential to add important buildings such as Nelson's Tower and the former Leancoil Hospital to the proposal. The NLHF can contribute to green spaces therefore Grant Park could also be added. There would also be scope to include stone masonry apprenticeships, as delivered by Elgin CARS.
- 3.9 The [Discover Moray's Great Places](#) partnership project led by the Moray Economic Partnership under the theme group Tourism and Culture in 2019/2020, produced a wealth of interpretive material relevant to Forres. This resource could be used in combination with the Interpretation Plan produced for the Forres CARS proposal, to develop a high quality heritage interpretation trail that would engage the local community and visitors, as outlined in the Forres Town Centre Improvement Plan.
- 3.10 Initial meetings with stakeholders in the Forres area will be held to help define the EOIs and demonstrate community support. If the EOIs are successful, a more detailed report will be presented to Committee in November / December 2022 to request approval to submit applications for the Development Phase (max length 12 months). A Partnership Agreement will be drawn up during this phase.
- 3.11 In 2024, the Delivery Phase applications (if submission is approved and successful), will result in a 5 year investment programme similar to what was carried out under the Castle to Cathedral to Cashmere project.

- 3.12 There are also additional place based funding opportunities which could also provide match funding such as UK Shared Prosperity Fund and the Place Based Investment Programme.

4. SUMMARY OF IMPLICATIONS

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

The project will contribute to achieving 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. For any partnership agreement for the Development Phase Legal will be consulted.

(c) Financial implications

None arising from this report however both schemes have the potential to secure substantial investment. NLHF Grants for Heritage can provide grants of £250,000 up to £5 million and the HES Heritage & Place is offering grants from £750,000 up to £1.5million.

(d) Risk Implications

None arising from this report

(e) Staffing Implications

Staff from the Economic Growth and Regeneration section will prepare and submit the EOIs in consultation with stakeholders. If invited to submit applications for the Development Phase, it is considered that preparation of the applications can be accommodated within existing staffing resources. Staffing costs are eligible for the Delivery phase and will be included.

(f) Property

None arising from this report

(g) Equalities/Socio Economic Impact

An equality impact assessment is not required because the reason for the report is for the Committee to consider a request to submit EOIs for funding. An equality impact assessment will be submitted with the next report if the EOIs are successful.

(h) Climate Change and Biodiversity Impacts

No climate change or biodiversity implications have been determined for this report because the reason for the report is for the Committee to consider a request to submit EOIs for funding.

(i) Consultations

Consultation has taken place with the Depute Chief Executive (Economy, Environment and Finance), the Head of Economic Growth and Development, the Legal Services Manager, the Equal Opportunities Officer, Paul Connor (Principal Accountant) and Lissa Rowan (Committee Services Officer) and comments received have been incorporated into the report.

5. CONCLUSION

- 5.1 Delivery of the Forres Town Centre Improvement Plan is an agreed priority that aligns well with the new NLHF Grants for Heritage and the HES Heritage and Place Programme.**
- 5.2 The new schemes present a good opportunity to secure significant funding for regeneration of the Forres area based on the extensive preparatory work previously undertaken for Forres CARS and requires submission of EOIs by 31 July 2022 only at this stage.**
- 5.3 There are multiple strands of complementary match funding available for both development and delivery work which could result in a substantial programme of investment for the Forres area, similar to Elgin and Keith CARS.**

Author of Report:	Kirsty Conti, Development Officer
Background Papers:	Documents on file in Economic Growth & Regeneration
Ref:	



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE
SERVICES COMMITTEE ON 21 JUNE 2022**

**SUBJECT: MARINE SAFETY AND OPERATIONAL SUMMARY OF 2021/22
AND UPDATE FOR Q4 2021-2022**

**BY: DEPUTE CHIEF EXECUTIVE (ECONOMY, ENVIRONMENT AND
FINANCE)**

1. REASON FOR REPORT

- 1.1 To inform the Committee on matters of Marine Safety and compliance with the Port Marine Safety Code (PMSC) for the year 2021/22 and details of Q4 2021/22.
- 1.2 This report is submitted to Committee in terms of Section III (F) (25) of the Council's Scheme of Administration relating to the functions of Council as Statutory Harbour Authority (SHA).

2. RECOMMENDATION

- 2.1 **Committee is asked to consider and note the safety performance, fulfilling its function as Duty Holder under the Port Marine Safety Code.**

3. BACKGROUND

- 3.1 Under the statutory requirements of the Port Marine Safety Code (PMSC) the organisation (Moray Council) must appoint a Duty Holder to ensure compliance with the PMSC is achieved. The organisation must provide a report on PMSC performance annually as a minimum.
- 3.2 The role of Duty Holder is held by members of the ED&IS committee. The role requires accountability for ensuring the organisation's compliance with the PMCS.
- 3.3 At a meeting of this committee on 20 March 2018 it was agreed that a report on PMSC would be submitted quarterly (paragraph 6 of the minute refers).
- 3.4 Moray Council, in its capacity as a Statutory Harbour Authority, is committed to undertaking and regulating marine operations to safeguard all its harbour areas, the users, the public and the environment through its safety management system, (SMS).

4. ANNUAL REVIEW 2021/22

- 4.1 The following sections of the report set out an overview of marine safety performance in 2021/22, with specific details for Quarter 4 2021/22 provided in **APPENDIX 1**.

PMSC Audit

- 4.2 As defined by the PMSC a Designated Person is required to provide independent assurance directly to Duty Holders that the organisation is compliant with the PMSC. The Designated Person is an independent person or body. For Moray Council, Marex Marine is appointed as Designated Person. This assurance is achieved through the Designated Person carrying out audits, and by contacting the duty holders and management when necessary.
- 4.3 A full audit of Moray Council compliance with PMSC was carried out by Marex Marine within its capacity as Designated Person. This audit was conducted on 12 October 2021 and concluded that the Moray Council harbours are compliant with the PMSC.
- 4.4 The Audit process made observations, which are provided in the table below.

Observations from PMSC Audit:

Observation	Progression
Review Harbour Bye-laws with particular regard to continued relevancy	Liaison with legal department required to establish a time to review bye-laws during 2022/23.
Consider cyber security protocols	Addition of cyber security policy to be added to SMS during review cycle.
Risk assessment review required	Annual Risk assessment review carried out in February 2022.
SMS updates, rewording suggestions	Review of SMS with aid from Quality Management Systems officer planned June/July 2022.
Consideration of adding extra safety signs around harbour	In conjunction with ongoing water safety group meetings, considerations for signs required to be discussed.
Increasing drills carried out with external institutions suggested	Plans to be made to include exercises with local fire brigade.

- 4.5 Committee is the Duty Holder for the PMSC and is required to be conversant with the PMSC and its relevant content. Training will be provided through the Designated Person Marex Marine in the coming months.

Annual Accident, Incident and Near Miss Statistics

- 4.6 The table below summarises the incidents that occurred throughout 2021/22, as previously reported in quarterly reports.

Quarter	Injuries	Incidents	Near Misses
1	1	2	0
2	0	1	0
3	1	1	0
4	0	0	0
Total	2	4	0

4.7 The number of injuries and incidents at Moray Council harbours during 2021/22 is extremely low. There is however room for improvement and the findings from Designated Person will be used to implement safeguards for the coming year. With this in place the target for Accidents, Incidents and Near Misses is 0. Any Accidents, Incidents and Near Misses that do occur will be investigated thoroughly and reported accordingly at quarterly and annual meetings of this committee. Lessons learned and actions arising from the events will be detailed in future reports.

4.8 Details of the injuries, incidents and near misses for the year 2021/22 are provided below. This information was reported in previous quarterly reports to this committee.

4.9 Injuries:

1. During the event of grounding which occurred at Buckie harbour in May 2021, (Q1) a member of crew on board a fishing vessel was injured. The Incidents section below details the outcomes and actions arising from the accident.
2. An eye injury occurred on board MV Selkie on 17th December (Q3). This injury was dealt with by medical professionals and the incident documented.

4.10 Incidents:

1. Q1 May and June 2021 there were two incidents of grounding within the channel at Buckie Harbour. The Investigation found that an uncharacteristic high pressure was present and this had lowered the water level causing the first grounding. The second was caused by a failure of the approaching vessel to communicate appropriately.

An investigation was undertaken into these incidents by the Designated Person (Marex Marine) and the recommendation from this investigation was a new mandatory communication procedure between incoming/outgoing vessels and harbour staff which was implemented in July 2021.

2. There was an incident reported in Burghead during Q2 of accidental damage caused by maintenance work at the harbour. This matter was dealt with by the Council's insurer.
3. During Q3 there was an incident at Burghead harbour involving a spill of hydrocarbons. This spillage was cleaned using appropriate oil spill equipment and disposed of in an appropriate manner. The incident was reported to the coastguard.

Aids to Navigation

- 4.11 The table below summarises the availability of Navigational lights under Moray Council's responsibility.

IALA Category	No Of Aids	Total Hours	No Of Failures	OOS Hours	MTTR	MTBF	Availability	Target Availability
Moray Council								
CAT 1	1	26,304	0	0:00	0:00	0:00	100.00 %	99.80 %
CAT 2	15	394,560	6	31333:58	5222:20	60537:40	92.06 %	99.00 %
CAT 3	4	105,216	1	5222:00	5222:00	99994:00	95.04 %	97.00 %
No Category	0	0	0	0:00	0:00	0:00	0.00 %	0.00 %
Totals	20							

- 4.12 As a Local Lighthouse Authority, Moray Council is required to report the availability of all of its navigational lights to the Northern Lighthouse Board in March of each year. Currently the Port Closed light on the North Pier in Buckie is unavailable resulting in availability figures being decreased. This has been discussed with the Northern Lighthouse Board and they have noted it is not an urgent requirement as the light is not mandatory and other provisions to communicate any port closures are available. Given the position of Northern Lighthouse Board, the relative low use of the light, alternative means of reporting the harbour closed and its position being liable to weather damage, there are no immediate plans to fix this light.
- 4.13 The 'Availability Objective' is calculated over a rolling 3-year period. This means that over this period a Cat 1 Aid to Navigation needs to be functional for 99.8% of the time. Currently Moray Council is meeting this target. The availability of Cat 2 and 3 lights is below the target availability.
- 4.14 The target for the year 2022/23 is to increase the availability figures of Cat 2 lights to 95% and Cat 3 lights to 97%. An availability of 95% for Cat 2 lights is still below the 97% target however, this will be rectified over the rolling 3 year period after planned improvements (as the figures is a rolling average it will take time to rise). The improvements will be achieved by utilisation of new solar powered lights that once installed will provide more efficiency due to less reliance on unsuitable cabling prone to faults.
- 4.15 New solar powered lights will be installed in Burghead and Buckie. The new solar powered lighting will decrease the number of faults observed and as a result over time lead to an increase in the availability figures for all navigational aids. This work has been funded by Scottish Government Marine Fund Scotland Scheme and is planned to be completed by end of July 2022.
- 4.16 A risk assessment for changing the lighting system will be prepared and approved by the Northern Lighthouse Board. A Notice to Mariners has been prepared and this will be sent to all harbour users and the U.K Hydrographic Office (UKHO) so visiting vessels can be informed of this change.

Pilotage

- 4.17 Pilotage for vessels at Buckie Harbour is provided on request, in line with the risk assessment required under the Pilotage Act. However, it is not compulsory for a vessel to take a pilot at Buckie Harbour. The number of pilotage acts

carried out in the year 2021/22 was 50, in relation to 94 vessel movements in and out of the harbour.

Training and Staffing

- 4.18 Pilotage training continues for 2 members of staff with 1 member of staff deemed competent to pilot during daylight hours, after an assessment from the authorised Pilot.
- 4.19 The training requirement for all harbour staff is currently being reviewed.
- 4.20 Recent recruitment within the harbours team includes the appointment of two new Assistant Harbourmasters and one Harbour Assistant.
- 4.21 There is still a vacancy for the Master of MV Selkie, as the previous rounds of recruitment have not been successful. In the meantime a competent agency Master is fulfilling the role.

Conservancy

- 4.22 In Buckie the current depth under chart datum is 2.1 Metres with relevant Notice to Mariners promulgated.
- 4.23 There is a target Depth of 3.0 metres to be reached in all areas of the channel and basins 1-3 by the end of year 2022/23. Progress toward this will be reported quarterly as a KPI.
- 4.24 Immediate dredging plans are to prioritise the channel entrance and basin 2. The dredging plan includes provision to continue to dredge at Buckie regularly as the main priority of the dredging programme.
- 4.25 Burghead is attended any time there is a suitable weather window during manned periods and when tidal conditions suit. Currently the depth below chart datum at the entrance of Burghead harbour is 0 metres. The poor condition of Burghead groyne continues to have a negative impact in terms of accumulation of sand in the harbour channel. Plans have been prepared for repairs to the groyne, which are being put forward for consideration as part of the capital plan.
- 4.26 There is a Notice to Mariners published, warning vessels of the fluctuating depths within the entrance channel of Burghead, advising all mariners to contact the Harbourmaster for accurate information.
- 4.27 There has been an increase in available water under chart datum of 1.0 metre in the west basin and channel at Findochty harbour, as a result of the dredging campaign in 2021/22.
- 4.28 The priority areas for dredging remain Burghead (sand bank approaching harbour entrance) and Buckie (entrance channel). Other dredging requirements include:
 - Hopeman: a plan is being developed for dredging the inner basin and channel during 2022/23.

- Cullen: a dredging plan for the basin at Cullen is being prepared for implementation in 2022/23.
- Portknockie: there is no need for dredging plans at Portknockie in 2022/23.
- Findochty: Dredging will be targeted at the entrance channel and areas around the middle jetty.

Selkie

- 4.29 MV Selkie has completed works within Buckie, Burghead and Findochty during the year of 2021/22. The table below summarises the work carried out during the year:

Harbour	Total Tonnage removed	Digging Days
Buckie	8,770	49
Burghead	3,700	20
Findochty	1,650	8
Weather Days		62
Maintenance Days		59

- 4.30 During 2021/22 there has been an increase in the total tonnage removed to spoil by MV Selkie compared to the previous year. Over the course of the year the downtime for maintenance also reduced, although this isn't clearly demonstrated in the total figures for the year. There has been an increase in the amount of days the vessel has not been able to work due to adverse weather, particularly over the winter / spring period.

Selkie Management Plan

- 4.31 It is important in fulfilling the duty of conservancy that the council's dredging resource is carefully managed to maximise efficiency of operation. The MV Selkie is currently focussed on internal dredging priorities. Commercial dredging opportunities will only be sought for the Selkie when it is clear that internal dredging priorities have been addressed, or there is clear capacity for that work to be done in a timely fashion.
- 4.32 The table below shows the productivity of the dredger from April 2017 to April 2022. It should be noted that some data was not specifically collated in previous years for reporting and this is marked as n/a.

Days worked and total tonnage removed 2021/22 vs 2020/21

Year	Days working - Internal	Weather days	Maintenance	Working days %*	Tonnage Removed	Days Working - External
2017/18	60	n/a	n/a	n/a	14,510	3.5
2018/19	16	n/a	n/a	n/a	6,651	10
2019/20	35	n/a	n/a	n/a	7,671	60
2020/21	38	14	46	39	11,240	
2021/22	77	62	59	39	14,120	

*Working days % is the percentage of the total crewed days where dredging operations are undertaken, rather than maintenance or standing-by for suitable weather conditions.

4.33 The efficiency of the dredging operation is measured in terms of the following indicators:

- total working days (i.e. vessel crewed);
- % of working days v crewed days;
- tonnage removed from harbours;
- cost of operation and
- depth of water available in each harbour.

4.34 New KPIs measuring the percentage of days working and days of maintenance have been introduced and will be reported moving forward as a measure of the vessels working efficiency with a target of 50% working days and 20% maintenance days set.

4.35 The plan for increased efficiency moving forward is to maximise the number of days crewed on vessel and continue to work effectively with maintenance to lower the number of maintenance days further.

4.36 A business case to install marine mammal observation equipment is being investigated. This equipment would allow Selkie to work in more marginal weather conditions above a force 3 at spoil dumping grounds. This would further improve the efficiency of dredging operations.

4.37 The cost of operating Selkie is monitored against the established budget.

Financial Year	Budget	Actual Cost
2019/20	£259,026	£434,635*
2020/21	£252,966	£260,437
2021/22	£273,895	£307,795

*offset by additional income of £136,374 from Forth Ports

4.38 In 2019/20 there was £176K additional expenditure £64K of agency costs, staff training £5K, additional running costs of £21K and additional Plant maintenance/repairs of £86K, offset by the additional income above of £136,374.

4.39 In 20/21 there was additional legal fees of £7K in relation to the bare boat charter that was considered for the vessel.

4.40 In 21/22 there was £34K additional expenditure, £10K of additional agency costs, £20K of internal fleet recharge and £4K of additional plant repairs. The additional costs were absorbed within the Marine Services budget, which overall presented a balanced out-turn.

4.41 The planned measurable improvement is to see a reduction in running costs with a target of being within budget for 2022/23. This will be achieved through continued improved maintenance of the vessel which is measured both in running costs and in days the vessel is un-operational due to maintenance as well as a reduction in fuel costs which will be achieved when Selkie is able to berth in Burghead as described above. There has already been a trend

toward fewer maintenance days during 2021/22 and current figures for Q1 22/23 continue this pattern.

- 4.42 The following table provides a summary of actions and targets for Selkie for the coming year:

Action	Progress (next review 30/06/22)	Completion Target Date
Conservancy		
Buckie Channel Depth 3.0M	Current depth 2.2M	31/03/23
Buckie Basin 1/2/3 depth 3.0M	Current depth 2.2M	31/03/23
Provide 0.3M channel Burghead	Current depth 0.0M	31/03/23
Productivity		
Maintenance days less than 20%	Currently 19%	Continuous
Working days greater than 50%	Currently 37%	Continuous
Total tonnage removed above 14,120 Tonnes	2,840 tonnes @ 4/6/22	31/03/23
Total working days above 77	24 days @ 4/6/22	31/03/23
Staffing		
Appoint permanent Master	Q2 recruitment campaign	30/09/22
Safety management/ Maintenance		
SMS review and Update	In progress	31/10/22
Full Risk assessment review & update	In progress	31/10/22
Planned maintenance system implementation	Establish business case – quote received	31/08/22
Financial		
Lower Running costs to within Budget	Monitor	31/03/23

Green Harbours

- 4.43 There has been continuing work carried out with the focus on lowering carbon emissions and promoting overall environmentally sound practices within the harbours.

5. FUTURE PLANS AND ACTIONS

Dredging Plans

- 5.1 In 2022/23 it is proposed that MV Selkie continues to fulfil its role in carrying out maintenance dredging across the council's six harbours. Subject to financial approval by Moray Council as part of the capital planning process on 29 June 2022, it is proposed that a specific outsourced dredging campaign is carried out in order to:

- a) provide the necessary depths of water associated with the Moray West Offshore O&M contract at Buckie; and
 - b) to efficiently re-establish the channel at Burghead harbour, which has been diminished through significant sand movement in recent years – exacerbated by the failure of the groyne as described at para 4.16.
- 5.2 At Buckie it is proposed to dredge the channel and basins 2 and 3 to a level of 3.0 metres below chart datum, ready for lease requirements from August 2023. This is calculated at 12,783m³. This is a large scale piece of work, specifically related to the requirements of the offshore supply chain for windfarm O&M who have specific depth parameters as part of their contractual arrangements. The O&M contracts are financially generative for the Council, and this work forms part of this wider package. The scale of work is such that it would be inefficient for the council's own dredger to undertake the work, and would also divert the vessel away from its core maintenance dredging programme.
- 5.3 At Burghead Harbour there has been significant sand movement in recent years, exacerbated by the failure of the groyne as described above. Similarly to the position at Buckie, by having a targeted campaign externally resourced this provides an efficient means of re-establishing the desired channel depth at Burghead, which the Council's dredger can then maintain.
- 5.4 The Council's dredger, MV Selkie, was specifically designed to be a small agile vessel that can access all of the council's harbours for routine maintenance, rather than a larger vessel which whilst able to take larger quantities of spoil in one trip, would be too large to access all of the council's harbours.

Actions identified for 2022/23

- 5.5 Detailed review of the Safety Management System (SMS): the SMS will be reviewed during quarter two and three and a revised SMS will be presented to a future meeting of this committee. The review will include emergency response and preparedness, full risk assessment and health and safety MS, including planned implementation of a safety observation card scheme.
- 5.6 Review of the Marine Policy and Harbour Bye-laws to be initiated in Q2.
- 5.7 Review training requirements.
- 5.8 Increase momentum of Pilot training and accreditation leading to two fully competent Pilots within the Harbour team by the end of Q3. At this stage plans will be made to undertake training for a third Pilot.
- 5.9 Continue recruitment drive for Selkie Master.

6. SUMMARY OF IMPLICATIONS

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

Sustainable harbours maintained to operate safely and efficiently contribute to the economic development of Moray.

(b) Policy and Legal

Non-compliance with the Code will have legal implications, which will depend on the nature of the non-compliance.

(c) Financial implications

Non-compliance of the Code may have financial implications in terms of any cost of remedial action.

(d) Risk Implications

Failure to comply with the Port Marine Safety Code could result in prosecution of the authority.

(e) Staffing Implications

No staffing implications arise from this report.

(f) Property

There are no property implications arising from this report.

(g) Equalities/Socio Economic Impact

There are no specific equalities matters, however, the Equalities Officer has been consulted and comments incorporated into this report.

(h) Climate Change and Biodiversity Impacts

There are no climate change and biodiversity implications arising from this report.

(i) Consultations

The Depute Chief Executive (Economy, Environment and Finance), Legal Services Manager, Principal Accountant (P Connor), Committee Services Officer (L Rowan), and Equalities Officer have all been consulted and their comments incorporated into this report.

7. CONCLUSION

7.1 The Council is currently deemed to be compliant with the PMSC, however, work to maintain a safe environment is ongoing in a dynamic environment. Diligent staffing and constant monitoring and risk assessing will be utilised to maintain compliance as demands evolve.

Author of Report: Stuart Akass, Harbours Development and Operations Manager

Background Papers:

Ref: SPMAN-524642768-746

APPENDIX 1**1. Q4 SUMMARY****1.1 Incident statistics**

Quarter	Injuries	Incidents	Near Misses
4	0	0	0

There were no recorded incidents, injuries or near misses for the period of quarter 4.

1.2 Conservancy

Dredging has continued over the 4th quarter of 2022/23 and into the 1st quarter of 2023/24, with priority given to Buckie navigational channel and Burghead channel.

1.3 From 1st January 2022 to 31st March 2022 (Q4) the total amount of spoil removed to designated spoil grounds was 3330 Tonnes over 24 digging days. This includes the harbours of Burghead and Buckie.

1.4 The poor condition of Burghead groyne continues to have a negative impact in terms of accumulation of sand in the harbour channel. Plans have been prepared for repairs to the groyne which are being put forward for consideration as part of the capital plan

1.5 Selkie

As agreed by members at a meeting of this Committee on February 8th 2022. Information on work carried out during Q4 by MV Selkie is provided in the tables below:

Table 1 summary of Selkie working Q4 2021/22

Harbour	Cumulative working days	Cumulative weather days	Cumulative maintenance days
Buckie	18	29	9
Burghead	6	1	0
Total (%)	24 (38)	30 (48)	9 (14)

Table 2: Spoil removed per harbour Q4:

Harbour	Tonnage Removed Q4	Digging days per harbour
Buckie	2,250	18
Burghead	1,080	6

These figures indicate that the vessel is less productive as a percentage of working days than for overall annual figures for previous years. However, it should be noted that quarter 4 figures are for the winter months and more working days are generally available in the summer months due to favourable weather conditions.

2. Safety related works

There have been a number of jobs completed during Q4 improving safety conditions within all harbours, these works include:

- Repair of shutter doors in Fish Market and general improvements to bump stops and protective bumpers in chills.
- Use of algaecide to remove potential slip hazards on quaysides.
- Repair of electrical cable supplying Navigational Light in Buckie.
- Repair of ladders and hand holds throughout harbours.
- Replacement of life-rings.
- Repair of Water supply and steps in Findochty.
- Placement of protective barriers to limit impact of land slip and maintain safe access to Portknockie harbour quays.
- Production of list of works ready for Cullen seeking approval from planning department due to listed consent needs.
- Repair of minor potholes in quays reducing trip hazards.

3. MISCELLANEOUS SAFETY BUSINESS

3.1 Signage

There has been a full audit identifying new signs required around the harbours including:

1. 4 signs to restrict general access to the pontoons
2. Harbour operations signs.
3. Designated visitor berths.
4. Operational speed restrictions
5. Keep slipway clear signs.

These will be erected on delivery within the next quarter.

3.2 Water Safety Group

The next scheduled meeting of the Water Safety Group is to be confirmed by the Chair. The chair of the group is the lead of Water Safety Scotland. Due to a large work commitment, the current chair aims to stand down as the group is now developed and progressing. Future meetings will seek to find a replacement Chair.

The group is currently reviewing the Partnership Approach to Water Safety (PAWS) document in consultation with the emergency services.

Full water safety risk assessments are being undertaken at the harbours along with a review of all signage. New signage has been ordered for the harbours and some adjoining beaches where issues have occurred in the past.

Consideration is also being given to suitable signage for coastal walking routes, which whilst outside the remit of the harbours team is in scope for the group.

The community in Hopeman has committed to install a rescue box containing Thermal Protective Aids (TPA's),

Gordonstoun School has a water safety group working in partnership with the Coastguard and they are researching ways to share the water safety message with their peers at other schools.

3.3 **Pilotage**

Pilotage is not compulsory at Buckie harbour, therefore, not all cargo movements require the services of a pilot. The number of pilotage acts carried out in the fourth quarter of 2021/22 was 10, in relation to 26 vessel movements in and out of the harbour.



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE
SERVICES COMMITTEE ON 21 JUNE 2022**

**SUBJECT: SCOTTISH LOCAL AUTHORITIES ECONOMIC DEVELOPMENT
INDICATOR FRAMEWORK REPORT 2020-21**

**BY: DEPUTE CHIEF EXECUTIVE (ECONOMY, ENVIRONMENT AND
FINANCE)**

1. REASON FOR REPORT

- 1.1 To inform committee of the performance of Moray Council in the Scottish Local Authorities Economic Development, Indicators Framework Report 2020-21.
- 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 consider the performance of the Council's economic development activity and benchmarking against other local authorities through the Scottish Local Authorities Economic Development Group Indicator Framework Report.**

3. BACKGROUND

- 3.1 The Scottish Local Authorities Economic Development Group (SLAED) is a network of economic development officials from across all 32 Scottish local authorities. SLAED exists to provide a national voice for local economic development in Scotland by linking the work of Scotland's 32 local authorities and bringing a collective influence to bear at national and European levels.
- 3.2 Each year, SLAED publishes an Indicator Framework Report, setting out data and information based on returns submitted by the 32 local authorities. The purpose of the SLAED Indicators Framework is 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 This report, covering the 2020-21 financial year, is the 9th annual report and covers the period which commenced during the first national lockdown. As a result, the data included must be viewed within the context of two significant events which have had a detrimental impact upon economic performance in Scotland; the Covid-19 pandemic, and the UK's exit from the European Union. These events have led to an increase in national unemployment, created new challenges in exporting goods and services, and resulted in a constricted labour market.
- 3.4 Local authorities have been pivotal in supporting businesses and local economies in navigating these crises. Through administering a range of grant funding programmes, local authorities across Scotland have awarded in excess of 91,000 grants, totalling in excess of £1 billion, to support businesses to survive.
- 3.5 Economic Development Officers are responsible for submitting an annual return for 8 of the indicators. The remainder are taken from national datasets that various Council departments update as part of their function. The full report has been uploaded to the Committee Management Information System (CMIS) along with the agenda.
- 3.6 The SLAED Indicator Framework includes a suite of 31 indicators, each of which will be expanded upon in the following sections, providing an overview of the performance of Moray's economy. Where relevant and available, comparison with data from previous years and against the Scottish average has been included.

4. **INPUT INDICATORS**

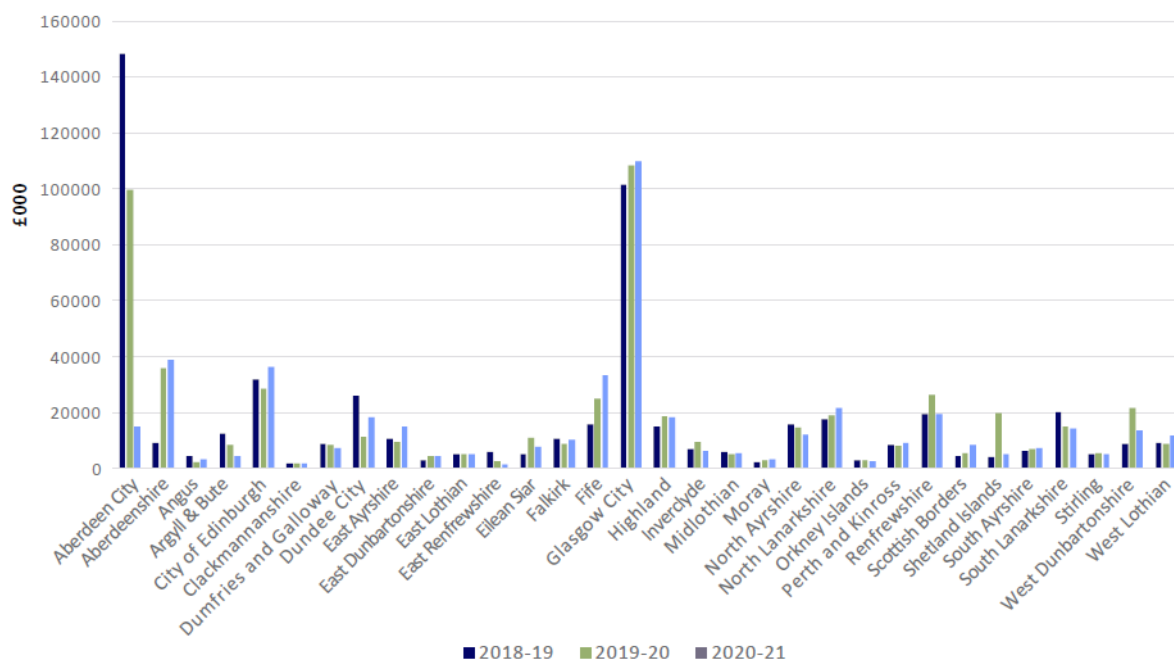
4.1 **I1 Economic Development and Tourism Expenditure – estimated**

Indicator I1 provides an estimate of the capital and revenue spend of the Council on Economic Development and Tourism activities, alongside a comparison of the total spend across Scotland.

2020/21	Total spend by Moray Council	Total spend in Scotland
Total expenditure	£3,267,000	£479,879,000
Capital spend	£228,000	£119,197,000
Revenue spend	£2,999,000	£360,682,000

From 2019/20 to 2020/21, the proportion of Moray's expenditure against the total across Scotland increased from 0.5% to 1.0%. The reduced figure for Scotland is largely resulting from the completion of the AECC within Aberdeen City in 19/20 and significant spend associated with this. Conversely, it is expected that Moray's expenditure against this indicator will increase substantially in future years as delivery of the Moray Growth Deal is

accelerated. The graph below highlights the variation in level of expenditure on economic development and tourism activities across Scottish Councils:



4.2 I2 Economic Development Staffing – estimated

This indicator is a measure of the total number of FTE staff working on the delivery of the Council's economic development services. Both locally and nationally there was an increase in staff numbers when compared with previous years. This was partially a result of the figure being inclusive of Business Gateway staff for the first time, where they were usually accounted for separately.

Year	Moray Council (FTE) Economic Development staff	Scotland (FTE) Economic Development staff
2020/21	29.3	1,353.3
2019/20	24.3	1,259.2
2018/19	24.3	1,300.3
2017/18	24.0	1,280.4
2016/17	25.6	1,262.2

In Moray, the increase also reflects the appointment of additional keyworkers in the Employability and Skills teams, on a temporary basis, to support delivery of Moray Pathways and the creation of the Local Employability Partnership.

5. ACTIVITY INDICATORS

5.1 A1 Number of Attendees at Business Gateway Events

Indicator A1 provides a measure of activity delivered by Business Gateway and counts the number of people that attended Business Gateway events in 2020/21. As a result of Covid-19 restrictions, these events were held virtually rather than in person. These consist of workshops to develop business skills and training for start-up, and growth acceleration.

Year	Event Attendees
2020/21	340
2019/20	250
2018/19	2,269
2017/18	1,599
2016/17	1,452

As a result of social restrictions resulting from the pandemic, Business Gateway main event in Moray was cancelled, as was the case in 2019/20. This, along with other Covid-19 related factors, has resulted in the significant drop in event attendees locally. The transition to online events has also changed the way in which businesses can access Business Gateway support. Local businesses can now attend Business Gateway events in any council area, not just the one that they are registered in.

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

This indicator measures attendance at one-to-many business events, as opposed to the one-to-one support provided to businesses measured under indicator OP1.

Year	Event Attendees
2020/21	4,905
2019/20	1,893
2018/19	1,800
2017/18	1,499
2016/17	641

In 2020/21, there was a total of 8,779 attendees at business events provided by Councils across the whole of Scotland. Moray Council accounted for 4,905 of those, which was 55.9% of the total. This was a result of the online Moray Digital Doors Open Day event, held during the period, which allowed access to local heritage facilities.

5.3 **A3 Number of Companies Registered with Supplier Development Programme**

This indicator provides a measurement of local businesses that are engaged in public procurement activity, through counting the number of businesses in Moray that are registered with the Supplier Development Programme (SDP).

Year	Companies Registered with SDP
2020/21	129
2019/20	117
2018/19	60
2017/18	36

2016/17	28
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Locally, there has been growth in the number of companies registered with SDP in recent years, highlighting that an increasing number of local firms are aware of the opportunities afforded through public procurement.

However, Moray underperforms in this measure against all other local authorities, other than the three which are island based. This demonstrates the need to expand current awareness raising activities to ensure more businesses are engaged. The Community Wealth Building (CWB) approach being developed will assist with this, through coordinating the supplier development support available for local businesses across public sector anchors.

6. **OUTPUT INDICATORS**

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

This indicator shows the number of businesses which were directly supported on a one to one basis, as opposed to those recorded in indicator A2.

An amended data collection template was trialled for 2020/21 to assist in collating the data for an online SLAED indicator dashboard. However, many Councils were not able to provide the requested breakdowns for business support, and in some cases did not have capacity to respond due to administering Covid-19 support.

Year	Businesses Supported
2020/21	0
2019/20	253
2018/19	13
2017/18	71
2016/17	6

It is important to note that Covid-19 financial support for businesses is not covered under this indicator. Council economic development and business support teams were redeployed to administer Covid-19 grants, therefore day to day assistance, as counted in this indicator, was limited or temporarily suspended. During 2020/21, Moray Council administered and paid out Covid-19 Business Support Funds to a value of £33,540,176. This provided a vital lifeline for the local business community.

6.2 **OP2 Number of Business Gateway Support Unique Customer Accounts**

This indicator shows the support delivered by Business Gateway through the number of business accounts that have received support. Each account is recorded only once even if support has been provided on multiple occasions.

Year	Unique Customer Accounts
2020/21	689

2019/20	746
2018/19	804
2017/18	929

Local data shows a year on year decrease in the number of businesses supported. This follows the trend nationally, where there has also been a slight decrease in the number of businesses supported overall.

6.3 **OP3 Number of Companies Assisted by Scottish Development International**

This is a measure of support delivered to local businesses by Scottish Development International (SDI) to provide assistance with export activity. There was a significant year on year reduction in the number of businesses supported nationally, which could be reflective of the additional barriers companies are facing as a result of Covid-19 and Brexit. This reduction was replicated locally.

Year	Unique Customer Accounts
2020/21	21
2019/20	31
2018/19	32
2017/18	45
2016/17	43

To support the work of SDI, additional export support is available locally through Business Gateway. This 1-2-1 consultancy provision is designed to help mitigate the impacts of Brexit and was launched as part of the Economic Recovery Plan. This provided support to 16 businesses, with a total of 29 days of support delivered through the programme, up to March 2021.

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

This indicator provides a measure of the total number of people who have participated in employability activities funded and/or operated by the Council. Employability services cover a range of activities and support aimed at addressing economic inactivity and unemployment.

Year	Participants
2020/21	198*
2019/20	480
2018/19	712
2017/18	716
2016/17	423

*The data above has been incorrectly recorded. The correct number of participants for 2020/21 is 198, though this has been reported as 27.

This was still a significant reduction in the number of unemployed people who participated in employability activities in Moray during the year. Moray Training had been offering support through the Employability Fund but this

was disbanded during Covid-19 and employment support services were also stopped due to the pandemic.

6.5 **OP5 Percentage of Immediately Available Employment Land**

OP5 is a measure of all land that is fully serviced and immediately available for business use. It provides an assessment of Council performance in being prepared for supporting business expansion and attracting inward investment.

Year	Employment Land
2020/21	34.8%
2019/20	24.2%
2018/19	49.0%

Moray is currently performing slightly below the Scottish average, which sits at 39.2%. However, further expansion or development of industrial units in Speyside and the East of Moray is being progressed as part of the Economic Recovery Plan activity.

6.6 **OP6 Number of Businesses Participating in Supplier Development Programme**

The data used in this indicator is provided directly by the SDP and counts the number of businesses that are active following registration with the programme.

Year	Business Participants
2020/21	11
2019/20	24
2018/19	24

There was reduced participation from Moray businesses in comparison to the previous year, which was reflected among many similar sized local authorities. However, as this indicator data is collected nationally, it does not always capture the full extent of participation in SDP events from Moray businesses.

7. **OUTCOME INDICATORS**

7.1 **OC1 Gross Value Added per Capita**

Gross Value Added (GVA) is used to assess the relative economic health and wealth of areas. It measures the value of goods and services produced in an area per head of population. GVA tends to be higher in areas with more business diversity or where there are significant sectors that are highly capital intensive, such as oil and gas.

Year	GVA in Moray	GVA in Scotland
2019	£36,356	£42,122

In previous years, the data included in this indicator was provided for NUTS3 regions, so reporting for Moray was based on the data for Inverness, Nairn, Moray, Badenoch and Strathspey. However, the data included in the most recent report, for 2019, is now broken down by local authority. It demonstrates that GVA per capita in Moray is below the Scottish average, though Moray outperforms many other similar sized local authorities.

7.2 OC2 Gross Weekly Earnings

This indicator measures the median gross weekly earnings of full-time employees within Moray, on both a residence-based and workplace-based basis. The residence-based data accounts for people living in Moray, regardless of the council area in which they work. The workplace-based data includes those that work in Moray, regardless of the council area in which they reside.

Residence Based

Year	Moray	Scotland
2020	£565.80	£622.00
2019	£561.60	£577.70
2018	£527.20	£562.70
2017	£497.90	£547.70
2016	£498.70	£536.60

Workforce Based

Year	Moray	Scotland
2020	£579.00	£622.40
2019	£569.90	£576.70
2018	£549.80	£563.20
2017	£498.10	£547.30
2016	£491.80	£535.00

On both measures, the median salaries in Moray are below those of the Scottish average. While the gap had been closing, it has grown significantly in the past year. Gross weekly earnings have grown in the majority of local authority areas, though appear to have stagnated across the north east, in Moray, Aberdeen, and Aberdeenshire. This may be linked to the downturn in the oil and gas industry, caused by reduced demand for fuel early in the pandemic. It should be noted that the data does not account for the salaries of members of the armed forces or the self-employed.

7.3 OC3 Employment Rate

The employment rate is calculated from the number of people aged 16-64 that were in employment in 2020/21 as a percentage of the total 16-64 population.

Year	Employment Rate in Moray	Employment Rate in Scotland
2020/21	72.7%	72.8%
2019/20	76.4%	74.5%
2018/19	74.4%	74.5%
2017/18	73.8%	74.3%

2016/17	73.5%	73.4%
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The employment rate for Moray was almost identical to that of the Scottish average, though both had fallen from the previous year as the impacts of furlough and social restrictions were felt early in the pandemic. However, in Moray the employment rate fell by 3.7% on the previous year, where it had only fallen by 1.7% across Scotland. This was likely influenced by the structure of the economy, where Moray has a higher proportion of people employed in the sectors that were most exposed to the effects of Covid-19 (manufacturing, construction, retail and wholesale, accommodation and food services, arts, entertainment and recreation), than the national average.

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

This indicator assists in measuring the level of entrepreneurial activity within the local authority area. It counts the number of business births per 10,000 of the 16-64 year old population (excluding sole traders).

Year	Business Starts in Moray	Business Starts in Scotland
2020	38	51
2019	45	62
2018	50	59
2017	48	64
2016	50	62

The historic trend of Moray having fewer start-ups than across Scotland was maintained in 2020, with both seeing a similar decrease in the level of business births throughout the first year of the pandemic. Much like the impact on other sectors of the economy, this is likely to be reflective of the barriers to entrepreneurship caused as a result of Covid-19.

7.5 OC5 Business Survival Rate (3 Year)

OC5 measures the number of business start-ups in an area in terms of their three-year survival rate, though again excluding sole traders.

Year	Moray 3 Year Survival Rate	Scotland 3 Year Survival Rate
2017-2020	58.7%	55.9%
2016-2019	63.2%	56.5%
2015-2018	63.3%	56.0%
2014-2017	63.0%	60.0%
2013-2016	64.9%	62.1%

Moray has had a consistently higher survival rate than for Scotland overall, which remains the case. However, the pandemic has so far had little impact overall on the sustainability of businesses across Scotland, with only a 0.7% decrease in the business survival rate. At a local level, it appears Moray businesses have felt the impacts of the pandemic more acutely, with the business survival rate falling by 4.5%. This suggests that Moray businesses lack the resilience to survive economic shocks of the magnitude seen since

the start of the pandemic. The business support measures developed via the Economic Recovery Plan have been targeted towards building business resilience and sustainability to address this.

7.6 OC6 Claimants in Receipt of Out-of-Work Benefits

OC6 shows the percentage of working age people claiming either Job Seekers Allowance or Universal Credit, at both a Moray and Scotland level.

Year	Moray Working Age People Claiming Unemployment Benefits	Scotland Working Age People Claiming Unemployment Benefits
2021	5.1%	6.1%
2020	2.7%	3.3%
2019	2.6%	3.1%
2018	2.0%	2.6%

While there remains a lower proportion of people in Moray claiming unemployment benefits than in Scotland, the rate for both has increased significantly. Factors resulting from the pandemic, such as increased redundancies, failing businesses, and a lack of employment opportunities, are likely to have influenced this increase.

7.7 OC7 Working Age Population with Low/No Qualifications

This indicator shows the percentage of people aged 16-64 that possess either no formal qualifications, or qualifications at SCQF (Scottish Credit and Qualifications Framework) level 4 or below.

Year	Moray Working Age Population with Low or No Qualifications	Scotland Working Age Population with Low or No Qualifications
2020	8.5%	9.7%
2019	11.6%	11.6%
2018	11.2%	11.6%
2017	12.2%	10.8%
2016	12.8%	11.9%

In Moray, the percentage of people with low or no qualifications has been on a downward trajectory and is now below the overall rate for Scotland.

7.8 OC8 Town Vacancy Rate

The Town Vacancy Rate provides a measure of vacant retail units in Moray's main town centres (Elgin, Forres, Lossiemouth, Keith, and Buckie) as a percentage of the total available retail units. This can be used to assess the relative vibrancy of town centres.

Year	Moray Town Centre Vacancy Rate	Scotland Town Centre Vacancy Rate
2021	10.9%	9.2%
2020	6.9%	11.7%

2019	6.9%	10.0%
2018	9.9%	11.5%
2017	11.9%	10.2%

The rate of growth in vacancy rates in Moray is significant, and demonstrates the likely failure of numerous businesses in the retail sector as a result of the lack of consumer demand. Nationally, the decrease in vacancy rate overall must be analysed in the context of only 25 of the 32 local authorities having capacity to provide a return for this data. Therefore, the reduction may not be fully representative of the town centre landscape across Scotland.

7.9 OC9 Number of Business Gateway start-ups that are Trading

This is a measure of the number of start-up businesses supported by the local Business Gateway branch that have begun trading.

Year	Moray Start-Ups that are Trading	Scotland Start-Ups that are Trading
2020/21	91	6,117
2019/20	155	8,964
2018/19	120	9,083
2017/18	128	9,129
2016/17	132	8,983

Like many of the other indicators linked to entrepreneurial activity, there has been a sharp decline in this indicator, as a result of reduced business activity throughout the early stages of the pandemic.

7.10 OC11 Leverage of External Funding

The purpose of this indicator is to assess the value of external funding leveraged in as match to the Council's own financial contribution towards project delivery. This usually includes funding through the European Union, Scottish Government, UK Government, alongside grant funding and private investment.

Year	Moray Funding Leverage per £1 of Investment	Scotland Funding Leverage per £1 of Investment
2020/21	£1: £2.22	£1: £2.37
2019/20	£1: £2.77	£1: £1.91
2018/19	£1: £1.29	£1: £1.63
2017/18	£1: £2.66	£1: £1.71
2016/17	£1: £3.69	£1: £1.54

Moray has often outperformed the amount of leverage recorded at a national level. However, in 2020/21, Moray has fallen below the average for Scotland overall, with £2.22 leveraged for every £1 of Council investment. Relative performance in leveraging funding is challenging to measure because each local authority will be delivering projects and accessing investment at different times. Dundee City Council, Perth and Kinross Council, and Orkney Islands Council all saw significant growths in their level of leveraged funding in

2020/21, which has accounted for much of the overall increase across Scotland.

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

This indicator provides a measure of job creation and job protection resulting from inward investment activity, as a result of support provided through SDI.

Year	Moray Planned New Jobs	Moray Planned Safeguarded Jobs
2020/21	0	0
2019/20	64	0
2018/19	12	0
2017/18	19	0
2016/17	0	0

Over 50% of Council's had no planned new job in 2020/21, as was the case in Moray.

7.12 **OC13 Number of Unemployed People that have Progressed to Employment from Participation in Council Funded/Operated Employability Activities**

OC13 tracks the progression of people who have participated in Council employability services, who have then successfully moved into employment from being unemployed.

Year	Moray Employment Progression	Scotland Employment Progression
2020/21	54*	7,271
2019/20	42	11,304
2018/19	62	15,328
2017/18	157	16,469
2016/17	83	17,020

*The data above has been incorrectly recorded by SLAED. The correct number of participants for 2020/21 is 54, though this has been reported as 105.

There is a continuing downward trend in this indicator nationally. However, employability services in Moray proved successful in increasing the number of unemployed people supported back into work year on year. A suite of new employability services were launched as part of the Economic Recovery Plan, so this trend may continue for 2021/22.

It is important to note that this indicator only captures those who are supported into employment and not those who progress into other positive destinations, such as education and training.

8. **INCLUSIVE GROWTH INDICATORS**

8.1 **IG1 Gross Value Added per hour worked and per job filled**

These indicators are recommended for use for the Office for National Statistics (ONS) to measure productivity.

	Year	Moray	Scotland
GVA per hour worked	2019	£33.50	£33.60
GVA per job filled	2019	£49,701	£52,252

Previously, as was the case for OC1, data for these indicators was recorded for Inverness, Nairn, Moray, Badenoch and Strathspey. It is now recorded at a local authority level, so for this year the data is Moray specific. Following this transition there has been minimal change in the GVA per hour worked, which remains broadly similar to the Scottish average. However, Moray's performance for GVA per job filled is below the Scottish average, where it had previously been similar when recorded at a regional level.

8.2 **IG2 Underemployment**

Underemployment is defined as a person aged 16 and over who is in employment and would like to work longer hours in their existing job, work an additional job, or find a different job with more hours.

Year	Moray Underemployment	Scotland Underemployment
2020	10.4%	8.1%
2019	8.8%	7.1%
2018	6.2%	7.4%
2017	8.4%	8.0%

In the last two years, there have been more people in Moray who are seeking work with more hours than the national average. It would be expected for this rate to fall, both locally and nationally, in the years ahead due to the lack of supply in the labour market as we have begun to emerge from the pandemic.

8.3 **IG3 5 year % change in median income vs lowest quintile**

IG3 is a crucial indicator in assessing the level of inequality in the Moray economy. It measures the percentage change in gross weekly earnings over a five-year period between earners in the lowest quintile and median earners.

Year	Moray	Scotland
2016/21	-9.7%	-2.6%
2015/20	6.1%	-4.3%
2014/19	6.1%	-4.3%
2013/18	0.1%	-3.1%

Between 2016 and 2021, Moray has successfully reduced the inequality gap between median earners and those in the lowest quintile. Only Falkirk Council and East Ayrshire Council had reduced their earning gap by a larger

percentage over this period. However, it should be noted that data for IG3 is survey based and therefore subject to a large margin of error at a local authority level compared to nationally.

8.4 **IG5 Percentage of Employees earning less than Living Wage**

This indicator measures the proportion of employees who are 18+ that are earning less than the Living Wage. This is calculated using gross hourly earnings, excluding any overtime.

Year	Moray	Scotland
2020	21.5%	15.1%
2019	24.0%	16.9%
2018	27.4%	19.4%
2017	24.9%	18.4%

Moray remains above the national average for this indicator, though the rate has continued on a downward trend and the gap is closing. Data is gathered using sample surveys and apportioned locally so is not always statistically accurate at a local level.

8.5 **IG6 Percentage of Participation in Education, Employment & Training by 16-19 year olds**

IG6 provides a measure of the percentage of 16-19 year olds that remain in positive destinations, meaning they are participating in either education, employment or training.

Year	Moray	Scotland
2021	91.8%	92.2%
2020	93.5%	92.1%
2019	91.3%	91.6%
2018	91.2%	91.8%

For this measure Moray had been performing above the national average, but this rate has fallen by 1.7% in 2021, and now sits slightly below the rate for Scotland as a whole. This may be a result of there being reduced employment opportunities locally as a result of the pandemic.

8.6 **IG7 Percentage of premises unable to access 10Mbit/s broadband**

This indicator provides an indication of the local level of digital inclusion. It measures the percentage of premises which are unable to access 10Mbit/s broadband.

Year	Moray	Scotland
2021	7.1%	4.2%
2020	7.0%	4.2%
2019	7.3%	4.8%
2018	9.2%	6.1%

Moray has a consistently higher percentage of properties without access to sufficient broadband speeds, than Scotland as a whole. This is true of the majority of rural local authorities, due to the higher cost of infrastructure provision. The Scottish Government's R100 programme is targeted towards addressing this issue, with the North Lot (which includes Moray) awarded to BT in December 2020. This has become even more of a priority issue to resolve since the start of the pandemic, due to the increased number of people now remote working from home.

8.7 **IG8 Percentage of premises able to access Superfast Broadband**

Conversely to IG7, this indicator reports on the percentage of premises which have access to superfast broadband, with minimum speeds of 30Mbit/s. Again, this provides a measure of digital inclusion, as connectivity is essential for local economies to remain competitive.

Year	Moray	Scotland
2021	84.3%	90.1%
2020	84.6%	93.3%
2019	84.2%	89.6%
2018	83.0%	91.1%

As with the previous indicator, the Moray percentage remains below the Scottish average. The R100 scheme is focussed upon providing full fibre connectivity, with minimum speeds of 30Mbit/s, so this percentage should increase in years ahead as the network is rolled out.

8.8 **IG9 Percentage of Good or Very Good Life Satisfaction**

This is a new indicator for 2020/21 and reflects the increasing focus within Scotland around creation of wellbeing and inclusive economies. The data is collated from the ONS Wellbeing Survey.

Year	Moray	Scotland
2020/21	79.6%	76.3%

Moray records a higher rate of positive life satisfaction among residents than the Scottish average. Only 6 local authorities record a higher percentage than Moray, with all but one of those also being largely rural areas, demonstrating the benefits of living in a rural environment.

8.9 **IG10 CO2 emissions per capita**

Like IG9, this is also a new indicator for 2020/21. It is included in the Indicator Framework Report to account for the increased focus upon improving wellbeing and tackling the climate change emergency.

Year	Moray CO2 per capita	Scotland CO2 per capita
2019	6.5 tCO2	5.7 tCO2

Using the 2019 data, Moray produced a higher level of CO2 emissions per capita, than Scotland as a whole. This may be linked to the scale of the manufacturing sector in Moray and associated transport logistics. Supporting communities and private enterprises in the transition to net zero will be key in reducing emissions across the area.

9. SUMMARY OF IMPLICATIONS

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

Effective monitoring and review of economic activity supports the corporate plan priority of promoting economic development and growth, as well as the LOIP priority of a growing and sustainable economy.

(b) Policy and Legal

There are no policy and legal issues arising directly from this report.

(c) Financial implications

There are no financial implications arising directly from this report.

(d) Risk Implications

There are no risk implications arising directly from this report.

(e) Staffing Implications

There are no additional staffing implications arising directly from this report.

(f) Property

There are no property issues arising directly from this report.

(g) Equalities/Socio Economic Impact

The SLAED Indicator Framework Report provides essential data for monitoring the socio economic health of Moray and has implications in assessing equality of opportunity for people from vulnerable and disadvantaged backgrounds.

(h) Climate Change and Biodiversity Impacts

There are no biodiversity issues arising directly from this report. However, indicator IG10 records CO2 emissions per capita, which is a critical performance measure in the Council's transition towards reaching net zero.

(i) Consultations

Depute Chief Executive (Economy, Environment and Finance), the Head of Economic Growth and Development, and Principal Climate Change Officer have been consulted and their comments included in the report.

7. CONCLUSION

- 7.1 The SLAED Indicator Framework Report demonstrates the scale of impacts upon the Moray economy as a result of Brexit and the COVID-19 pandemic. The Moray Growth Deal and range of measures proposed within the Economic Recovery Plan have been targeted towards addressing and mitigating against these impacts. Future Indicator Framework Reports from SLAED will help demonstrate the effectiveness of these measures and the speed of economic recovery.

Author of Report: Chris Muir, Senior Officer Economic Strategy and Development

Background Papers: SLAED Indicators Framework Report 2020-21

Ref:



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE
SERVICES COMMITTEE ON 21 JUNE 2022**

**SUBJECT: PERFORMANCE REPORT (ECONOMIC GROWTH AND
DEVELOPMENT SERVICES) – PERIOD TO MARCH 2022**

**BY: DEPUTE CHIEF EXECUTIVE (ECONOMY, ENVIRONMENT AND
FINANCE)**

1. REASON FOR REPORT

- 1.1 To inform the Committee of the performance of the service for the period to 31 March 2022.
- 1.2 This report is submitted to Council in terms of Section III (A) (4) of the Council's Scheme of Administration to monitor performance of the services within the Committee's remit in accordance with the Council's performance management framework.

2. RECOMMENDATION

2.1 It is recommended that Committee:

- (i) **scrutinises performance in the areas of Service Planning, Service Performance and other related data to the end of March 2022;**
- (ii) **notes the actions being taken to improve performance where required.**

3. BACKGROUND

- 3.1 On 7 August 2019, the Moray Council, approved a revised Performance Management Framework for services (para 5 of the minute refers).

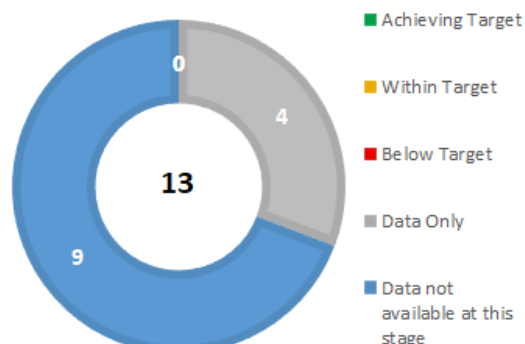
4. SERVICE PLANNING

- 4.1 Each service plan sets out the planned strategic and service level priorities and outcomes it intends to deliver in the coming year aligning closely with financial planning, corporate and community planning partnership strategic priorities. This report provides an interim update on progress on the service plan, key outcomes and performance indicators. The Committee is invited to review progress to secure assurance that it is satisfactory and to provide scrutiny and further direction where performance requires attention.

- 4.2 The narrative included is by exception, links to Service Plan Actions and Performance Indicators can be accessed within the Background Papers section at the end of this report.

SERVICE PLAN PRIORITIES		RAG
STRATEGIC LEVEL	We will pursue the Cultural Quarter and other Moray Growth Deal projects led by the Council	80%
	We will progress the Moray skills investment plan and complete review of the current plan	85%
	Develop a collaborative approach to employability	100%
SERVICE LEVEL	Implement the secondary legislation and guidance issued by the Scottish Government in relation to the Planning Scotland Act 2019	55%
	Produce a Building Standards Annual Performance Report to be submitted to SG and to be used to promote the service and drive improvements	100%
RECOVERY & RENEWAL	We will progress the preparation and delivery of Elgin Town Centre Masterplan and complete the carbon free place pilot projects.	100%
	We will support business	100%
	We will progress employability and skills activities such as kickstart, youth guarantee scheme, parental employability support.	100%
	A Sustainable Council that provides valuable services to our Communities	100%
	Adapt and reprioritise services to meet new demands of COVID 19 and Brexit, prioritisation will be on Public Health impacts and protecting the economy	100%
OVERALL PLAN PROGRESS		92%
Comment		
Actions are progressing out with original due dates in three areas, overall the majority of planned work has been completed.		

SERVICE PLAN PI'S



Strategic Outcomes - successes

- 4.2 The Local Employability Partnership enables a collaborative approach to employability with good network support provided through the employability consortium. Future funding the Partnership has also been confirmed. (**ACTION** EG&D20-22.S4.1.2b).

Strategic Outcomes – challenges and actions to support

- 4.3 Council led Growth Deal projects are progressing, albeit out with original due dates; good progress has been made in working towards full business case. On hold due to the pandemic, the Moray Skills Investment Plan has been superseded by the review of the Moray Economic Strategy, which will provide direction for this work. (**ACTIONS** EG&D20-22.S4.1.2a-b)

Service Level Outcomes - successes

- 4.4 The 2021-22 Building Standards Annual Performance report was submitted to the Scottish Government as planned. (**ACTION:** EG&D20-22.S5.2)

Service Level Outcomes – challenges and actions to support

- 4.5 In managing the changes of implementing the secondary legislation and guidance issued by Scottish Government in relation to the Planning Scotland Act 2019, the review of the revised programme of work continues out with the original due date of March 2022. Phase 2 of the Planning Development Rights has now been released. (**ACTION:** EG&D20-22.S5.1)

Recovery and Renewal – successes

- 4.6 Support to businesses continued through funding awards and delivery of Economic Recovery Plan actions; (**ACTION** EG&D20-22.S6.1.2)
- 9 businesses received a total of £13k from the Business Ventilation Fund, helping small and medium sized businesses (SMEs) improve their ventilation, with claims up to £2,500 per eligible premise to recover costs of work to improve ventilation and air quality
 - 211 businesses received the Hospitality Business Support Top Up, 245 the Hospitality and Leisure Business Support Top Up and 41 Public House Table Services Restriction funding, by way of a one-off payment based on rateable value for those that have lost bookings during key trading periods. Payments totalled around £1.5m
 - 2 pop-up shops were launched in Buckie, a scheme supporting business to try out a High Street presence on a 4 weekly basis, having been successfully trading both are seeking a permanent basis to trade
 - 179 businesses registered for the Scotland Loves Local Moray Gift Card Scheme, launched in November 2021. Further dedicated support to the scheme has been committed for the 2022-23 period
 - 51 businesses received grants of £1.2m through the Town Centre Capital Fund to transform empty space into living space and also convert large retail units into smaller units. When this comes to fruition it is expected to lead to investments worth £3.8m, however, construction costs continue to rise preventing, or challenging, the completion of projects
 - 16 SMEs received one-to-one support from Business Gateway over 29 days on post-Brexit procurement, three of which have high exposure to EU markets. In the year ended March 2022, Business Gateway assisted 123 new ventures, an increase of around one third compared to the same period last year. Since its launch in September 2021 until its closure in March 2022, £75k of Business Start Up Grants have been awarded to 50 businesses.

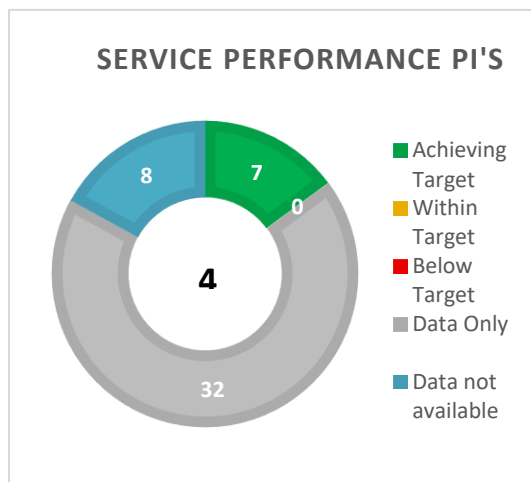
Recovery and Renewal – challenges and actions to support

- 4.7 Nothing to report.

5. SERVICE PERFORMANCE

- 5.1 In line with the Performance Management Framework, operational performance is reviewed quarterly by departmental management. Areas performing well and/or areas subject to a decreasing trend or where benchmarking results show performance significantly below comparators will be reported to this committee for member scrutiny.

- 5.2 Initial publication of 2020-21 Local Government Benchmarking Framework Indicators in February 2022 will be refreshed in early June. The full suite can be viewed using the [My Local Council](#) tool. Published indicators for this service have been incorporated within the relevant section of this report depending on whether results are used to evidence progress against strategic, service level or operational priorities. All results relating to Economic Growth have been provided, although some are not within the control of the service.
- 5.3 Report is by exception, links to Service Performance Indicators can be accessed within the Background Papers at the end of this report.



Operational Indicators - successes

- 5.4 Building Standards exceeded performance targets in the percentage of building warrant and amendments issued. (**INDICATORS** ENVDV-BS-KPO1(A-B))
- 5.5 Local Government Benchmarking Framework (LGBF) results were published for 2020-21 allowing comparisons to be made. The cost of planning and building standards per planning application and the average time per application results have slightly increased but both feature in the top 8 of 32 local authorities.

Operational Indicators - challenges and actions to support

- 5.6 Environmental Health Food Safety Inspections have been in abeyance since March 2020 due to the pandemic, inspection of high priority premises began in September 2021. (**INDICATORS** ENVDV-069a, 070a, 259a, 410a, 070c)
- 5.7 In the quarter to March 2022, the average time for building warrants to be issued increased to 88 days compared to 62 day in the same quarter 4 last year due to the continued impact of Covid and extended period to investigate issues. (**INDICATOR** ENVDV-BS-KPO1(A))

6. OTHER PERFORMANCE RELATED DATA

Complaints & MP/MSP Enquiries

- 6.1 In line with the Performance Management Framework, complaints are reviewed quarterly by departmental management in terms of time taken to respond, outcome and learning points. Detailed tables can be accessed within the Background Papers section of this report.
- 6.2 There were 12 complaints closed in the half year ended March 2022, less than half the number closed in the half year ended September 2021. Six complaints were closed at frontline with six at investigative stages. The average time to respond was well within the target 3 and 20 working days respectively. Five complaints were upheld with no obvious service wide learning, corrective actions were put in place for each.
- 6.3 In the second half of 2021/22, the service dealt with 49 enquiries, the majority (45%) concerning Environmental Health and Planning and Development matters.

Other Performance (not included within Service Plan)

- 6.4 Nothing to report.

Case Studies

- 6.5 Nothing to report.

Consultation and Engagement

- 6.6 Nothing to report.

7. SUMMARY OF IMPLICATIONS

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

Performance measurement is used to ensure the efficient and sustainable delivery of services to meet the Council's priorities in both the Corporate Plan and the LOIP.

(b) Policy and Legal

The Council has a statutory requirement to publish a range of information that will demonstrate that it is securing best value and assist in comparing performance both over time and between authorities where appropriate.

(c) Financial implications

None.

(d) Risk Implications

None.

(e) Staffing Implications

None.

(f) Property

None.

(g) Equalities/Socio Economic Impact

An Equality Impact Assessment is not required as this report is to inform the Committee on performance.

(h) Consultations

The Head of Economic Growth & Development Services, Depute Chief Executive (Economy, Environment & Finance) and Service Managers, have been consulted with any comments received incorporated into this report.

8. CONCLUSION

- 8.1 As at 31 March 2022, five Service Plan outcomes were due to complete, of which three have been achieved. Incomplete actions are progressing out with original timescales. The plan overall is 92% complete.**

Author of Report:

Background Papers:

Christopher Dewhurst, Research & Information Officer

[Service Plan Actions](#)

[Service Plan Performance Indicators](#)

[Service Performance Indicators](#)

[Complaints Monitoring Reports](#)



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE
SERVICES COMMITTEE ON 21 JUNE 2022**

**SUBJECT: PERFORMANCE REPORT (ENVIRONMENTAL AND
COMMERCIAL SERVICES) – PERIOD TO MARCH 2022**

**BY: DEPUTE CHIEF EXECUTIVE (ECONOMY, ENVIRONMENT AND
FINANCE)**

1. REASON FOR REPORT

- 1.1 To inform the Committee of the performance of the service for the period to 31 March 2022.
- 1.2 This report is submitted to Committee in terms of Section III (A) (4) and (F) (33) of the Council's Scheme of Administration to provide, develop and monitor services within this committee's remit in accordance with the Council's Performance Management Framework.

2. RECOMMENDATION

2.1 It is recommended that Committee:

- (i) **scrutinises performance in the areas of Service Planning, Service Performance and other related data to the end of March 2022;**
- (ii) **notes the actions being taken to improve performance where required.**

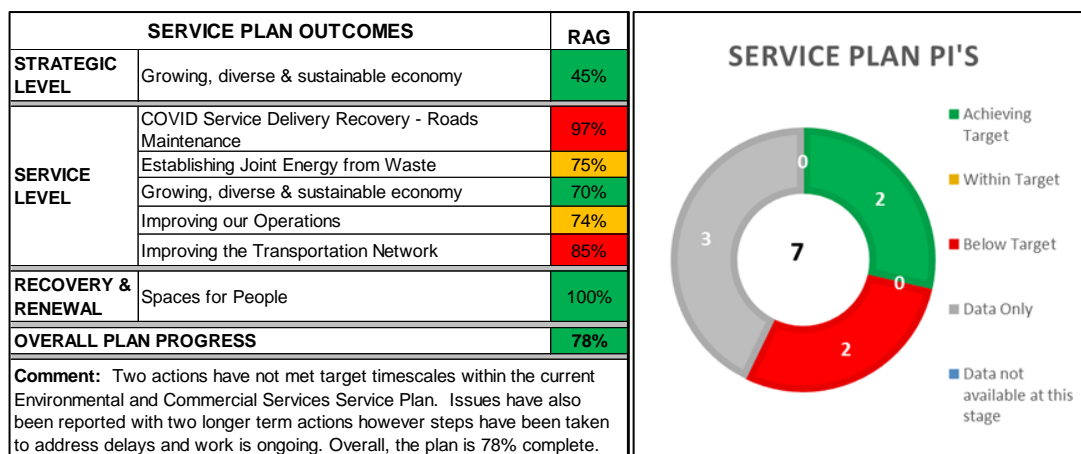
3. BACKGROUND

- 3.1 On 7 August 2019, the Moray Council approved a revised Performance Management Framework for services (para 5 of the minute refers).

4. SERVICE PLANNING

- 4.1 Each service plan sets out the strategic and service level priorities and outcomes it intends to deliver in the coming year aligning closely with financial planning, corporate and community planning partnership strategic priorities. This report provides an interim update on progress on the service plan, key outcomes and performance indicators. Committee is invited to review progress to secure assurance that is satisfactory and to provide scrutiny and further direction where performance requires attention.

- 4.2 The narrative included is by exception, links to Service Plan Actions and Performance Indicators can be accessed within the Background Papers section of this report.



Strategic Outcomes – successes

- 4.3 During 2021/22, work to promote and develop active and green travel continued. The easing of COVID restrictions has allowed the return of Bikeability lessons with 36 primary schools taking part. Over 200k sustainable primary school journeys were recorded by the Travel Tracker Programme, the highest result recorded to date. Availability of electric car charging points has been extended with 16 new charging points commissioned; taking the total number to 41. Two further chargers in Hopeman and Burghead will be funded through the Local Authority Installation Programme (LAIP). (ECS20-25 - Section 4(ai), PIs ECSTTM01, 03, 05)

Strategic Outcomes – challenges and actions to support

- 4.4 Nothing to report.

Service Level Outcomes – successes

- 4.5 Discussions are ongoing with the developer on shore side operations and maintenance base and pier infrastructure at Buckie Harbour as part of the Moray West wind farm project. Design and lease agreements are well advanced and progress is as expected. (Action ECS20-25 Section 5(f))

Service Level Outcomes – challenges and actions to support

- 4.6 Delivery of the Capital and Revenue Programme for 2021/22 is 93% complete with some schemes delayed due to conflicting emergency and planned work. Schemes not delivered this year will be assessed for inclusion in the 2022/23 programme. (Action ECS20-25 Section 5ai, PI ECSRM01)
- 4.7 Commencement of the work on the improvement scheme at the Wards/Edgar Road junction was subject to significant delay due to the impact of the pandemic on the procurement process, however work began on site mid-February and is expected to complete in June. (Action ECS20-25 Section 5b)

- 4.8 Issues with subcontractors around mechanical installation have led to slight delays with the Joint Energy from Waste project, impacting on the start of hot commissioning work. Despite this, the last major civil structure work has progressed and elements of cold commissioning have begun. SEPA, having concluded their thorough assessment, officially granted permission for the site to operate and plans are in place for contractual commencement from 29 October 2022 albeit via contingency arrangements for actual waste processing. (Action ECS20-25 Section 5c)
- 4.9 Improving the rate of network bridge Principal Inspections is a long term action within the Service Plan. During 2021/22, all 26 planned arch bridge inspections were completed, however just 4 of the 32 planned non-arch bridge inspections were undertaken. Staff training to deliver non arch inspections is ongoing with approval pending for Capital Plan funding to outsource more complex inspections. (Action ECS20-25 Section 5(d), PI ECSCON01)

Recovery and Renewal - successes

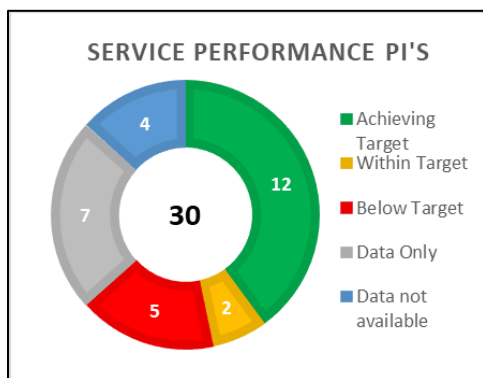
- 4.10 Nothing to report.

Recovery and Renewal – challenges and actions to support

- 4.11 Nothing to report.

5 SERVICE PERFORMANCE

- 5.1 In line with Performance Management Framework, operational performance is monitored quarterly by departmental management. Areas performing well and/or areas subject to a decreasing trend or where benchmarking results show performance below comparators will be reported to this Committee for member scrutiny.
- 5.2 Initial publication of 2020-21 Local Government Benchmarking Framework (LGBF) Indicators in February 2022 will be refreshed in early June. The full suite can be viewed using the [My Local Council](#) tool. Published indicators for this service have been incorporated within the relevant section of this report depending on whether results are used evidence progress against strategic, service plan or service performance priorities.
- 5.3 The narrative included is by exception, links to Service Performance Indicators can be accessed within the Background Papers section of this report.



Operational Indicators – successes

- 5.4 Although the cost of parks and open spaces per 1,000 population increased slightly in 2020/21 to £11,880, Moray's ranking remained unchanged at 6th of 32 councils with costs 38% less than the national average of £19,112. (PI C&L4)
- 5.5 The net cost of waste collection fell in Moray from £40.34 to £34.78 in 2020/21. This is the lowest in Scotland and 53% less than the national average of £72.35. (PI ENV1a)
- 5.6 Net costs of street cleaning per 1,000 population decreased from £7,581 to £7,251 in 2020/21; 51% less than the national average. Moray having moved from 3rd to 5th ranked authority remain in the lowest quartile. (PI ENV3a)
- 5.7 The cost of roads per kilometre fell from £7,193 to £4,301 in 2020/21. 54% less than the national average of £9,379, moving Moray from 8th to 5th place in terms of ranking. Road Condition Indicator (RCI) data for 2020-22, shows improvement across all road classifications, with Moray ranked 3rd for our whole network in comparison against all other Scottish authorities (where 1 is best). The RCI represents the percentage of road network that should be considered for maintenance. (PIs ENV4a-e, ECSRMLGBF06)

Operational Indicators – challenges and actions to support

- 5.8 From January 2022, all P1-5 pupils are eligible for free school meals. Uptake fell in quarter 4 to 59.3%, well below the 75% target. Whole school uptake improved slightly to 50.8% but again below target (60%). To help improve rates, a revised menu has been created using feedback from a recent parent/carers survey. This menu continues to comply with Food and Drink (Scotland) regulations and initial monitoring, since the launch in April, suggests meal options have been well received. An action to improve the school meal service along with uptake rates has been included in the Environmental and Commercial Services Service Plan 2022/23. (PIs ECSEPBCC01 and 02)
- 5.9 Net savings relating to the pool car scheme dropped to £64k. Cars, dedicated to service areas as part of COVID recovery plans have not met target mileage while grey fleet claims have increased perhaps inferring ongoing concerns around the spread of COVID. Arrangements are now in place to return underutilised cars to the general fleet and relaunch the scheme to encourage pool car usage. Moving forward, the base locations for the pool car fleet are

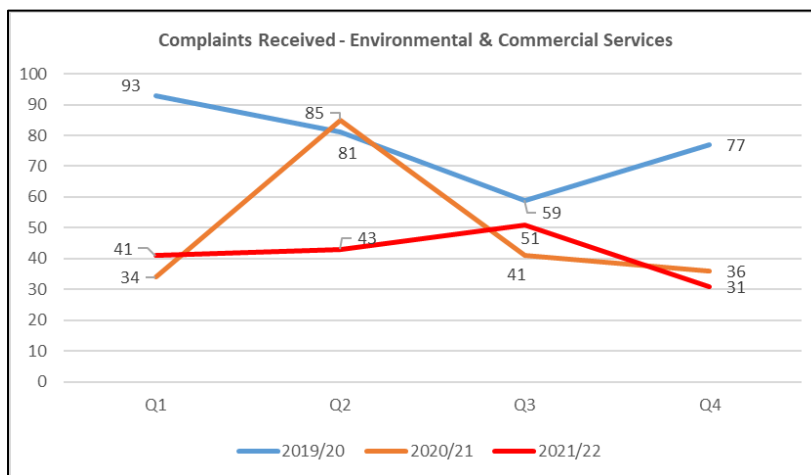
being reviewed to better reflect emerging work patterns and hybrid working and facilitate better utilisation with a view to reducing the increases in grey fleet mileage observed during the pandemic. (PI ECSRMF03)

- 5.10 In 2021/22, the average occupancy of paid car parks in Elgin was 45%. Although still below target (50%) the long term trend for this indicator is improving with net income of £542k significantly higher than last year. The Pay by Phone app has proved popular, accounting for 19.4% of all car park payments received. (PIs ECSTCP01 and 02)
- 5.11 Net unit costs for the Dial M Service remain above target (£5.20) at £6.72 per passenger. Although there are seasonal fluctuations, passenger numbers and income indicate service recovery and with COVID support payments included, net subsidy reduces to £4.56. Over the summer period, along with re-branding of the service to “m.connect”, progress will be made on a joint promotional campaign with Stagecoach to rebuild passenger confidence and promote the uptake of the U-22 concessionary travel pass. (PI ECSTPT01)

6 **OTHER PERFORMANCE RELATED DATA**

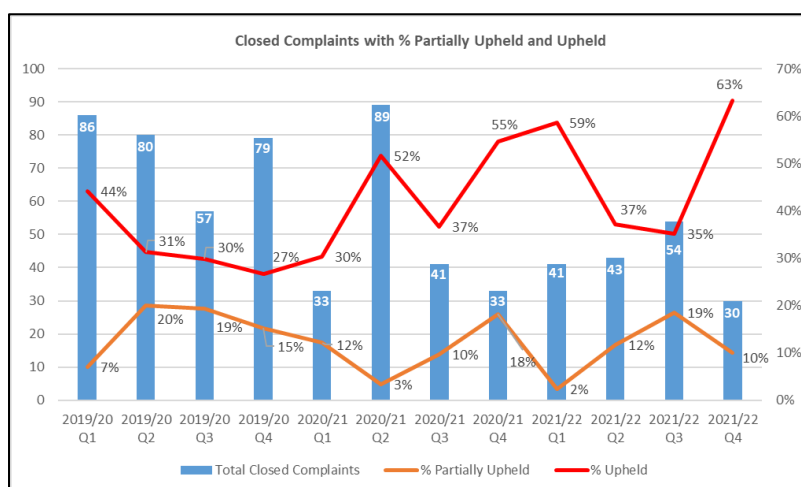
Complaints & MP/MSP Enquiries

- 6.1 In line with the Performance Management Framework, complaints are reviewed quarterly by departmental management in terms of time taken to respond, outcome and learning points. Detailed tables can be accessed within the Background Papers section of this report.
- 6.2 During 2021/22, 166 complaints were received by Environmental and Commercial Services; 15% less than 2020/21 and 46% less than 2019/20. During quarter 4 2021/22, the number of complaints received was the lowest in the past three years at just 31.



- 6.3 During quarter 4, 30 complaints were closed. 28 (93%) were closed as frontline and 2 (7%) at investigative stage. 26 frontline complaints (93%) were dealt with within the target timescale of 5 working days however both investigative complaints took longer than anticipated with an average time for a full response of 25 days.

- 6.4 19 closed complaints during quarter 4 (63%) were upheld. 14 (74%) related to Household Collections with continuing issues of missed bins due to crew error or delays in the delivery of new bins. To help address these complaints, work practices and route details have been revised and the bin stock-take procedure has been reviewed. Standard lead time for the delivery of replacement bins has also been updated (increasing from 10 to 28 days) and the contact centre advised.



- 6.5 In addition to complaints, 48 MP/MSP enquiries were dealt with during quarter 3 with a further 52 in quarter 4. Most (96%) were dealt with within target timescales.

Other Performance (not included in the Service Plan)

- 6.6 In January, the Catering Team received the Soil Association “Food for Life Served Here” bronze award in recognition that a minimum of 75% of dishes are freshly prepared and free from undesirable trans fats, sweeteners, additives and all genetically modified ingredients. The Head of Food at the Soil Association also highlighted the work undertaken by the Team to build relationships with local suppliers and serve nutritious and sustainably sourced food.

Case Studies

- 6.7 In January, Visit Scotland awarded £363,298 to improve tourism sustainability and accessibility in Moray. Planned work includes a new car park and upgraded foot path at Bow Fiddle Rock, a new overnight facility in Cullen and electric vehicle charging points at various car parks across the area.

Consultation and Engagement

- 6.8 Throughout 2021/22, the Open Space team, supported by Community Support Unit colleagues, engaged with communities, via a participatory budgeting approach, on play park upgrades in Cullen, Findochty and Rothes. Tender documents are expected shortly for Cullen and Findochty. In Rothes, installation of new equipment is scheduled for summer 2022 after the scope of the project was extended due to successful community fundraising. The next community consultations will take place in Forres covering proposed upgrades to Mannachie Park.

- 6.9 A 12 week consultation began in January for the proposed Active Travel Strategy 2022 to 2027. Views were sought via a survey (available online and at libraries) and through virtual events for both the public and identified stakeholders. Responses are currently being reviewed with the final Strategy expected late 2022.

7 SUMMARY OF IMPLICATIONS

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

Performance measurement is used to ensure the efficient and sustainable delivery of services to meet the Council's priorities in both the Corporate Plan and the LOIP.

(b) Policy and Legal

The Council has a statutory requirement to publish a range of information that will demonstrate that it is securing best value and assist in comparing performance both over time and between authorities where appropriate.

(c) Financial implications

None.

(d) Risk Implications

None.

(e) Staffing Implications

None.

(f) Property

None.

(g) Equalities/Socio Economic Impact

An Equality Impact Assessment is not needed because the report is to inform the Committee on performance.

(h) Climate Change and Biodiversity Impacts

None

(i) Consultations

The Head of Environmental and Commercial Services, Depute Chief Executive (Economy, Environment and Finance), Service Managers, Legal Services Manager, the Equal Opportunities Officer, and L Rowan, Committee Services Officer have been consulted with any comments received incorporated into this report.

8. CONCLUSIONS

- 8.1 At the end of March 2022, the Environmental and Commercial Services Service Plan is 78% complete. Although two actions did not meet anticipated target timescales, work is nearing completion at the**

**Wards/Edgar Road junction while Capital and Revenue Road
Maintenance schemes not delivered this year will be assessed for the
2022/23 programme.**

Author of Report: Suzanne Wilson, Research and Information Officer

Background Papers: [Service Plan Actions](#)
[Service Plan Performance Indicators](#)
[Service Performance Indicators](#)
[Complaints Monitoring Report](#)

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