



---

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

Tuesday, 11 June 2019

**NOTICE IS HEREBY GIVEN** that a Meeting of the **Economic Development & Infrastructure Services Committee** is to be held at **Council Chambers, Council Office, High Street, Elgin, IV30 1BX** on **Tuesday, 11 June 2019** at **09:30**.

### **BUSINESS**

**1 Sederunt**

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

**3 Resolution**

Consider, and if so decide, adopt the following resolution:  
"That under Section 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, the public and media representatives be excluded from the meeting for Item 15 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 Written Questions \*\***

**5 Minute of Meeting dated 16 April 2019** **7 - 12**

**6 Staff Car Parking** **13 - 26**

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

**7 Marine Safety Annual Performance Review 2018/19** **27 - 36**

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

<b>8</b>	<b>Sanquhar Loch and Woodland Management Plan</b> Report by Corporate Director (Economic Development, Planning and Infrastructure)	<b>37 - 144</b>
<b>9</b>	<b>Pilmuir Pump Station Operation and Maintenance</b> Report by Corporate Director (Economic Development, Planning and Infrastructure)	<b>145 - 148</b>
<b>10</b>	<b>Lossiemouth Seatown and Portgordon Flood Studies</b> Report by Corporate Director (Economic Development, Planning and Infrastructure)	<b>149 - 152</b>
<b>11</b>	<b>Moray Employment Land Audit 2019</b> Report by the Corporate Director (Economic Development, Planning and Infrastructure)	<b>153 - 186</b>
<b>12</b>	<b>Direct Services and Development Services (Economic Development) Capital and Revenue Budget Monitoring to 31 March 2019</b> Report by Corporate Director (Economic Development, Planning and Infrastructure)	<b>187 - 206</b>
<b>13</b>	<b>Performance Report (Direct Services) - Half Year to March 2019</b> Report by Corporate Director (Economic Development, Planning and Infrastructure)	<b>207 - 226</b>
<b>14</b>	<b>Question Time ***</b> 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**

**15 Buckie Development**

- Information relating to the financial or business affairs of any particular person(s);
- Information on proposed terms and/or expenditure 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 attending the meeting who requires access assistance should contact customer services on 01343 563217 in advance of the meeting.**

## GUIDANCE NOTES

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

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

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

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

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

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

# THE MORAY COUNCIL

## Economic Development & Infrastructure Services Committee

### SEDERUNT

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

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



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

**Tuesday, 16 April 2019**

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

**PRESENT**

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

**APOLOGIES**

**IN ATTENDANCE**

Head of Direct Services, Head of Development Services, Roads Maintenance Manager, Consultancy Manager, Estates Manager, Transportation Manager, Operations Manager (Harbours) and Lissa Rowan, Committee Services Officer as Clerk to the Meeting.

**1 Chair**

Councillor Leadbitter, being Chair of the Economic Development and Infrastructure Services Committee, chaired the meeting.

**2 Urgent Business**

In terms of Standing Order 13 (b) the Committee agreed to accept the undernoted item as urgent business on the Chair certifying that, in his opinion, it required to be considered on the grounds of urgency in order to give early consideration to the proposed lease terms in advance of a Fisheries Local Action Group (FLAG) meeting on 25 April 2019.

The Committee further resolved to take the urgent report as item 14 on the Agenda.

**3 Declaration of Group Decisions and Members Interests**

In terms of Standing Order 20 and the Councillors' Code of Conduct, there were no declarations from Group Leaders or Spokespersons in regard to any prior decisions taken on how Members will vote on any item on the agenda or any declarations of Members interests in respect of any item on the agenda.

#### **4 Resolution**

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

Paragraph Number of Minute	Paragraph Number of Schedule 7A and Reason
14	9 - Information on terms proposed or to be proposed by or to the Authority
15	6 & 9 - Information relating to the financial or business affairs of any particular person(s) and information on terms proposed or to be proposed by or to the Authority

#### **5 Minute of Meeting dated 19 February 2019**

The minute of the meeting of this Committee dated 19 February 2019 was submitted and approved.

#### **6 Written Questions**

The Committee noted that no written questions had been submitted.

#### **7 Tourism Business Improvement District**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) sought the Committee's approval to support the ballot for a Tourism Business Improvement District (BID). The report also stated that the creation of a Tourism BID will provide a sustainable model which would focus on delivering key strategic tourism development projects and services for Moray.

Following consideration, the Committee agreed to:

- i. support the Tourism BID through undertaking the ballot as set out in paragraph 3.8 of the report; and
- ii. note a further report will be presented to Committee with full business plan details including any levy and potential future financial implications for the Council.

#### **8 Roads Maintenance Revenue and Capital Budget 2019/2020**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) asked the Committee to approve detailed plans for the expenditure of funds allocated from the Revenue Budget 2019/2020 including

resurfacing/reconstruction, surface dressing, footways, drainage, passing places, lighting column replacement and lighting improvements.

The Committee joined the Chair in congratulating Officers for the progress made on the LED capital replacement programme which is predicted to underspend and thereafter agreed to:

- i. approve the detailed allocation of funds, from the Revenue Budget 2019/2020, to Roads Maintenance activities, as outlined in Section 7 of this report;
- ii. approve the detailed allocation of funds, from the Capital Budget 2019/2020, to the various roads asset groups and work types, as outlined in Section 7 of this report;
- iii. grant delegated authority to the Roads Maintenance Manager to proceed with necessary roads maintenance works whilst noting that the Roads Maintenance Manager will, as soon as possible, publish a main list of schemes, which can be funded from the budget provision recommended in this report, and a reserve list of desirable schemes, which cannot presently be funded, along with a list of projects to be funded from the Capital allocation; and
- iv. note that the list of schemes will be drawn up in accordance with the principles and objectives detailed in this report, in the Roads Asset Management Plan and in the Capital Plan.

## **9 Road Bridges Revenue and Capital Programme 2019/2020**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) asked the Committee to agree the proposed schedule of road bridge revenue maintenance works to be undertaken for 2019/2020 and the proposed schedule of road bridge capital maintenance works to be undertaken for 2019/2020.

During his introduction, the Chair stated that the repairs to the Craigellachie Bridge were estimated to be approximately £1.9 million due to a cracked bearing however acknowledged the importance of carrying out the repairs given its vital roads link. The Consultancy Manager advised that temporary works had been undertaken to jack the bridge up whilst the contract to repair the bridge was out to tender with work expected to commence in June 2019. The Head of Direct Services further advised that the work would be carried out in 2 phases. This was noted.

Following consideration, the Committee agreed:

- i. the proposed schedules of road bridge revenue and capital maintenance works to be undertaken for 2019/2020;
- ii. to note the update in relation to planned work on the Craigellachie Bridge.

## **10 Transportation Budgets 2019/2020**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) informed the Committee of plans to deliver the capital and revenue

programme in Transportation for 2019/20.

Following consideration, the Committee agreed to approve the plans to deliver the capital and revenue programme for 2019/20 as set out within the report.

## **11 Marine Safety Quarter 3 2018/2019**

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

The Committee joined the Chair in commending Officers for their efforts in ensuring that the dredger is once more operational and thereafter agreed to note the safety performance, fulfilling the Council's function as Duty Holder under the Port Marine Safety Code.

## **12 Flood Risk Management Revenue Budget 2019/2020**

A report by the Corporate Director (Economic Development, Planning and Infrastructure) asked the Committee to agree the Flood Risk Management Schedule of Clearance and Repair for 2019/2020 and the programme of Capital works for Flood Risk Management and Harbours for 2019/2020.

Following consideration, the Committee agreed:

- i. the Flood Risk Management Schedule of Clearance and Repair for 2019/20; and
- ii. the Capital programme of work for Flood Risk Management and Harbours for 2019/2020.

## **13 Question Time**

There were no questions raised.

## **14 Industrial Portfolio [Para 9]**

Under reference to paragraph 5 of the Minute of Moray Council dated 12 December 2018, a report by the Corporate Director (Economic Development, Planning and Infrastructure) asked the Committee to decide whether it wishes to recommend to the Policy and Resources Committee that the Council retain all or part of the industrial portfolio and, if retained, agree that officers introduce an annual review of individual properties to consider their retention or sale.

Following consideration, the Committee agreed that the:

- i. Council retains the Industrial Portfolio; and
- ii. Estates Manager carry out an annual review of the portfolio and its individual properties to consider their retention or possible sale and reports the findings to this Committee as part of the annual industrial portfolio performance report.

## **15 Lease of Cullen Harbour Building [Para 6 & 9]**

An urgent report by the Corporate Director (Economic Development, Planning and Infrastructure) informed the Committee of proposals to lease the harbour building at Cullen Harbour. The Committee noted that the report was brought before the Committee in terms of the Local Government (Access to Information) Act 1985, on the Chair certifying that, in his opinion, it requires to be considered on the grounds of urgency in order to give early consideration to the proposed lease terms in advance of a Fisheries Local Action Group (FLAG) meeting due to be held on 25 April 2019 which will be considering a funding application from an interested party.

Following lengthy discussion, Councillor Coull moved that the Committee agree to recommend option 5.5.3 "Lease of the whole building, with a break clause in the lease after 5 years to allow control of the harbourmaster's office to revert to the council" for development into full lease terms for consideration by the Policy and Resources Committee. This was seconded by Councillor Leadbitter.

There being no-one otherwise minded, the Committee agreed to recommend option 5.5.3 "Lease of the whole building, with a break clause in the lease after 5 years to allow control of the harbourmaster's office to revert to the council" for development into full lease terms for consideration by the Policy and Resources Committee.





**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 11 JUNE 2019**

**SUBJECT: STAFF CAR PARKING**

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

**1. REASON FOR REPORT**

- 1.1 To inform the Committee of the responses to the advertisement of the Car Park Order Amendment relating to Greyfriars Street Car Park and The Annexe Car Park.
- 1.2 This report is submitted to Committee in terms of Section III (F) (20) of the Council's Scheme of Administration relating to making traffic regulation orders.

**2. RECOMMENDATION**

- 2.1 **It is recommended that Committee:**
- i) **consider the responses to the statutory advertisement of the Car Park Order Amendment; and**
  - ii) **approve implementation of the Order as advertised.**

**3. BACKGROUND**

- 3.1 The Council operates 40 car parks regulated by the Grampian Regional Council (Off Street Car Parks) Order 1989. Greyfriars Street and The Annexe Car Parks are restricted to council staff only Monday to Friday 0800h – 1800h.
- 3.2 Full council on 26 September 2018 (para 6 of the minute refers) made a budget decision to introduce charges for staff parking at the Elgin HQ Campus by the introduction of parking permits for council staff. This decision was purely a financial one, and any introduction of charges still has to follow the correct statutory process.
- 3.3 The two car parks affected are the Greyfriars Street car park and The Annexe car park. Both are within the Car Park Order but are restricted to council staff only Monday – Friday, 0800h – 1800h. They are open to the public outwith those hours with charges already levied on a Saturday.

- 3.4 The advertisement setting out the proposed amendment to the car park order was published in the Northern Scot on 5 April 2019 and also advertised on [tellymescotland.org.uk](http://tellymescotland.org.uk) with a closing date of 3 May 2019 for representations. On 22 April 2019 the information was also published on the council's intranet page to encourage staff in particular to submit representations.
- 3.5 As objections have been received to the proposed amendment, the matter is now duly brought to this Committee as it is the responsible committee for considering the objections. However, given the standing budget decision, should the Committee wish to make a decision that does not deliver the agreed budget savings then the matter would need to be referred to Full Council to consider the financial implications.
- 3.6 The information in the Car Park Order amendment is the high level proposal to introduce charges for staff use of the car parks via the use of parking permits. The amendment to the Order itself does not set out the detailed administration of parking permits or alternative income generation methods, and therefore this information did not form part of the process. This is different to other types of public consultation where more detailed information is given on proposals so that different options can be assessed and discussed. The matter under advertisement was confined to the formal Order amendment, not its wider context. That being said, a Statement of Reasons must be provided as part of the statutory process, and this cited income generation as the reason – in line with the fact that the proposed amendment comes from a budget decision.
- 3.7 The budget implications will be finalised following the decision of this Committee on the Car Park Order and other aspects such as planning conditions. Any variance to the predicted budget impact will be taken through the financial management process.
- 3.8 The current parking arrangements operate on a 'first come first served' basis, with all spaces routinely occupied before 8am. The current visitor parking facilities (the part of the Annexe car park without barriers) is consistently misused as staff parking – as can be observed by the occupancy levels prior to the council buildings opening for customers, and the number of people using these spaces and then entering the buildings using staff swipe cards. At the moment there is no way for Facilities or the Car Park team to take enforcement action on this.
- 3.9 Free council staff parking in central Elgin was a consistent issue raised by members of the public during the car park order consultation for the increase in parking charges for the public car parks in 2017/18.
- 3.10 Including the spaces for pool cars and blue badge spaces, there are a total of 190 spaces in the two car parks. There are 845 employees based in the HQ Campus (Rose Cottage, HQ building and the Annexe).
- 3.11 As background information for Committee, in putting forward this proposal for consideration as a budget saving, alternative options were examined by officers, including £1 per day Pay & Display for staff, and converting the car park into a public car park on a permanent basis. In line with the planning

consent for the buildings, the parking provision should remain dedicated to staff, rather than being a public car park.

#### **4. CONSULTATION RESPONSES**

4.1 The consultation received 150 individual responses and a response from both Unison and Unite. Many of the responses were detailed questions or statements, which have also been incorporated in the analysis below. Of the 152 responses received:

- 12 were supportive in overall content,
- 21 were supportive of charging staff for parking but objected to the specific proposal for permit parking at Greyfriars Street and The Annexe,
- 88 were stated to be outright objections or are considered as such from the detailed content
- 31 were neutral – mainly information seeking.

4.2 The feedback has been grouped and summarised to enable Committee to give it consideration.

4.3 Firstly, there were responses which related to procedural matters:

i) The proposed amendment is not within the scope of the Road Traffic Regulation Act 1984.

The amendment to the car park order is in accordance with sections 32 and 35 of the Road Traffic Regulation Act which set out the powers for designating an area as a parking place, including making charges for parking. These powers do not stipulate 'public' parking, but are based on a broad purpose of relieving or preventing congestion.

ii) Staff parking charges were not in the original budget proposals.

The proposal to introduce charges for staff parking at the HQ campus was approved in the first round of budget savings by Council at its meeting on 26 September 2018 (para 6 of the minute refers).

iii) The consultation was in the newspaper before staff were consulted / there was a short timescale in communicating to staff.

This consultation is on the amendment of a legal order and follows the statutory process and timescales – the first requirement of which is to advertise the amendment in a local newspaper. This was further promoted on the intranet to highlight it to staff.

iv) The consultation was not on the council's list of consultations.

This is not a general consultation, it is a statutory process – a very similar process to Traffic Regulation Orders. As well as advertising the amendment through the Northern Scot, it was promoted on [tellmescotland.gov.uk](http://tellmescotland.gov.uk) and internally on the Interchange.

v) The Equalities Impact Assessment is not available / hasn't been carried out.

The proposal was reviewed with the Equalities Officer prior to consideration by Full Council and it was agreed that an Equalities

Impact Assessment was not required because a) the parking facility is not large enough to be available for all staff, and b) there are uncharged blue badge spaces in the car parks for disabled staff.

- vi) It is a pre-determined consultation – the budget decision has already been made.

Whilst Council has made a budget decision, if there are any objections to the Order amendment that this Committee cannot resolve to its satisfaction, which then leave a potential budget deficit, then the matter would be referred on to Full Council to re-assess the budget implications.

- vii) Does it meet planning conditions?

There are planning conditions for the provision of staff parking relating to the use of the buildings as offices, this does not restrict the Council's ability to charge for use of the parking facilities.

- viii) Why have staff not been consulted?

The proposal has followed the same internal process as other budget savings, and is following the correct legal process for implementation of an amendment to the existing Car Park order, which has involved consultation with staff and public alike.

- ix) The Statement of Reasons is inadequate to provide any meaningful level of detail.

The reason to introduce the change is quite simply a budgetary pressure and this was stated in the Statement of Reasons that accompanies the legal order. In terms of the Car Park Order amendment this is the information that needs to be provided. Further detail about how the scheme might operate in detail is a level of information that is not covered by the Order and therefore is not included in the statutory information.

- 4.4 23 responses outright supported the proposal, or stated a willingness to pay (separate to those who recommended a £1 Pay & Display option). These responses are noted and are highlighted to Committee as being in line with the proposals.

- 4.5 18 respondents felt that the proposal is unfair on staff – with statements that it is a stealth tax, imposing additional costs on to staff and a sense that staff now have to pay to come to work. These statements also emphasised low morale. Whilst Committee should take note of these concerns, they are not directly related to the implementation of the car park order amendment.

- 4.6 There is a series of responses that relate to the relationship between staff parking and other ways of getting to work:

- i) This may push people into other travel modes.

Although this was stated as a reason *not* to introduce the changes, any mode shift to active travel or public transport would have benefits on traffic levels, health and the environment, so would be seen as a positive change.

- ii) Public transport around Moray is not adequate for home to work journeys or business travel.  
The provision of public transport is unchanged by these proposals. The challenges of public transport across Moray is one that the council recognises, but is outside the remit of this process.
- iii) A complaint that currently the staff parking spaces are occupied by those who live close to Elgin HQ.  
Whilst unproven, this is a known concern. By moving to a permit system with a guarantee of a space, this takes away the time constraint currently experienced with the car parks being full by around 7.45am – this means that there is no differential for people coming from further afield and makes access to a parking space close to HQ more equitable
- iv) Suggestions around increasing active & sustainable travel including:
  - Charge £5 for parking to those who live within active travel distance. This is outside the scope of this proposal, but measures such as this could be considered by Committee at a future point as part of a planned incentivisation of Active Travel for employees.
  - Restrict the parking to employees from further away. As above – this is outside the scope of this proposal but could be considered in the future.
  - Put real time public transport information into break out areas. This is not part of the remit of this proposal, but the promotion of public transport for employees will be discussed with the Public Transport team
  - Increase cycle storage. Again, whilst outside the remit of this proposal, the Sustainable Travel Officer has been asked to look at the level of cycle storage across the HQ campus.
  - Managers to be more flexible about the use of public transport. Information to support managers could be provided as part of a planned approach to Active & Sustainable Travel for employees.
  - In a similar vein there were responses that asked how the proposal catered for car sharing, and also whether incentives/benefits could be introduced for car sharing. Those car sharing would be able to share a parking permit – as long as only one vehicle is present in the car parks at one time. The application process will allow for this.

4.7 There were 53 statements objecting on the grounds that the charges are not being rolled out to other work sites, and asking if there was a longer term plan

to cover all council sites. Some statements were specific to other locations in Elgin such as Ashgrove, and schools. Other statements were broader, and generally of the view that it was unfair that the HQ campus was being 'singled out'. The proposal reflects the central location of these car parks, and the fact that there are only 190 spaces for 845 employees so currently no staff are guaranteed a space. For the HQ campus, the majority of employees already make other travel or parking arrangements. There are other locations with no staff parking facilities at all – including Elgin Library.

- 4.8 The fact that the Glover Street car park was excluded attracted a lot of criticism with 42 statements of objection on that issue. This car park was excluded from the Car Park Order because of the complexities of the shared arrangements with the Courts Service. Group Leaders have agreed that a voluntary payment scheme will be in place, and whilst not mandatory for Councillors, this will allow those who use Glover Street car park to contribute financially for their parking facilities in a similar way to employees. Directors will require to purchase a permit in the same way as any other employee, but will retain access to Glover Street as an alternative where capacity allows.
- 4.9 Many of the responses were questions around how the car parks would operate and be managed with a permit system in place:
- i) Will there be a restriction on which council staff will be permitted to use the car parks? The Annexe car park should be restricted to Annexe employees. The proposal doesn't consider who uses the car parks or give priority to HQ campus employees.  
Any staff member with a HQ swipe card will be able to apply for a permit – thus there will be no change in who is permitted to use the car parks, other than the requirement to be in possession of a valid permit.
  - ii) How many permits will be issued / are you guaranteed a space?  
In the first instance we will only issue as many permits as there are spaces, in order to ensure all permit holders a space. Robust monitoring will establish if there is a guaranteed number of vacant spaces each day from absences / work in other locations etc. If this can be established then additional permits may be issued. Following a review period consideration will be given to short term permits during holiday periods – again based on being able to guarantee spaces.
  - iii) Statements that the system will not guarantee a space.  
See above.
  - iv) How applications will be processed / allocated.  
Applications will be through submitting an electronic form from an opening date. Advance applications will not be accepted. Permits will be issued on a 'first come first served' basis.
  - v) How the parking will be monitored and enforced.  
The car parks will be monitored and restrictions enforced by the existing car park attendants, who already monitor and enforce the blue badge spaces and address some specific contraventions. There is no additional resource required.

- vi) Whether pool cars would be re-located to free up spaces.  
This is being discussed with Fleet Services in relation to general pool cars. Team vehicles / vans that currently have no specific parking allocation will be provided with a space in Lossie Green or St Giles car parks.
- vii) What visitor parking facilities will there be – including visiting staff with pool cars/vans.  
Visitor parking will remain, however, this will have to be pre-booked to reserve a space to prevent misuse.
- viii) Is the permit for the person or the car? Staff members who drive more than one vehicle.  
The permits allow more than one vehicle, although all registrations should be included on the application form. If an employee has a temporary vehicle (eg courtesy car) then the car park team should be advised.
- ix) Will more information be on the website?  
Yes – a comprehensive Q&A along with details on how to apply and pay will be on the intranet.
- x) Will the direct debit run for 6 months like other car park permits? Is the parking a taxable benefit? Is salary deduction before or after tax? Why payroll deduction rather than direct debit? It should be the employee's choice.

Payment will be taken monthly through payroll deduction. This has been discussed with the Payments Manager, and this is the easiest method both administratively for the council, and for employees – it can be introduced or stopped by simple notification. It also provides a means of knowing if an employee leaves the council. The payroll deduction would be after tax, staff parking of this nature is not a benefit, and is not something that can be paid pre-tax.

- xi) Can I get a refund for holidays / sickness / absence? Not fair to pay for parking at times when you aren't at work.  
No – this is the same as all other car park permits in Moray.
- xii) Can you use the permit in other car parks?  
No, members of the public are not allowed to use these car parks, so the permits will not be valid in other car parks.
- xiii) It doesn't allow parking outside Monday – Friday 0900-1700  
The proposed amendment to the Order clearly states 08:00-18:00 which is the time the car parks are currently reserved for staff use. The permit will allow parking Monday to Friday 8am to 6pm as dedicated staff parking. The permit will also be valid on Saturdays when the car park is available to the public. This is in line with other £20 per month permits.

- xiv) Will staff be able to use school car parks if there are no permits left?  
Use of parking at other locations will be subject to existing restrictions.
- xv) Frustration of seeing empty spaces in holidays etc.  
This was considered when the proposal was developed – it is a necessary outcome of guaranteeing each permit holder a space. As described above, short term permits for holiday periods are being considered subject to space monitoring. This would not be in place immediately.
- xvi) What about Integration Joint Board staff who aren't council employees?  
Permits can be applied for by anyone who currently has access to the staff car parks.
- xvii) Why / how are social care exempt?  
Social care staff are not exempt. The order amendment makes reference to social care as there is a 'parent and child' space adjacent to Rose Cottage which is specifically for the short term use by social care staff bringing vulnerable young people to Rose Cottage, and is not for all day parking. This is managed by Rose Cottage.

4.10 Some respondents were concerned about the impact the proposal will have on their working day:

- i) Loss of efficiency / creation of stress in the working day by having to walk from a parking space not in the car park.  
The majority of staff already make alternative arrangements like this
- ii) How will staff drop off or collect equipment.  
There are loading facilities at the rear of the Annexe and a loading bay outside the HQ building.

4.11 There was a strong sentiment about using personal cars for work and the pool cars:

- i) Staff who believe they are essential car users / have to supply their own vehicle if a pool vehicle is unavailable.  
The council moved away from Essential Car Users in 2012, and the allowance was bought out. Payroll have confirmed that no employee receives essential car user allowance. Individual job descriptions do refer to the need to have access to a vehicle for work purposes. The mode of travel for work is set out through the Council's driving policy and travel expenses policy – including the use of public transport, pool cars, hire cars and the payment of travel expenses. Regardless of the policy position on vehicle use, at no time has guaranteed parking been provided to specific personal car users – essential car user or otherwise. The spaces have always been occupied on a first come first served basis. There are 845 employees based in the HQ campus and

190 spaces between the two car parks – so the overwhelming majority of employees are already making travel and/or parking arrangements that do not involve these two car parks, and that would include anyone rightly or wrongly using their personal car for work purposes.

- ii) People who don't currently claim petrol expenses will start to do so. Statements that the parking costs will be claimed through expenses.

Any expense claim made has to fall within the current expenses policy. Parking at your principle place of work is not a legitimate expense.

- iii) Who is going to pay for the pool car permits?  
Pool cars in the correct dedicated pool car space will be issued with a nil-value permit.
- iv) The pool car system doesn't work / there is block booking of pool cars. Any concerns about the pool car system are a separate matter, and don't directly relate to the provision of staff parking. A new pool car booking system is being introduced in August which will mitigate these concerns.

#### 4.12 Other responses considered the impact to be negative on their personal lives:

- i) Parking elsewhere would negatively impact on home / work life balance
- ii) Commute to work from New Elgin is already 45 minutes
- iii) There will no longer be the option to use the car park on an occasional basis

As stated above, the majority of employees working in the HQ campus already make alternative travel / parking arrangements that do not involve the two car parks in question.

#### 4.13 A series of responses questioned whether any aspects of the proposal were discriminatory, and asked if there were any exemptions to the charges:

- i) It is discriminatory against part time staff or those who only drive sometimes.  
Part-time staff will be able to permit share either with job share partners, or those who work different days/hours. Parking is not guaranteed for any member of staff. A part-time staff member is still able to apply for a permit, even if they only use it for part of the week, in the same way that some members of staff can choose to pay up to £5 per day for parking eg by parking in North Port car park. Parking location will remain an individual choice from the options available.
- ii) It discriminates against those that can't work flexibly.  
If flexible working arrangements are not in place then an employee is more likely to be travelling to the HQ campus every day and the permit system does not negatively impact this group of workers. The permit

system will ensure a fairer use of the spaces available as they will not necessarily all be utilised by staff able to start work early.

- iii) It discriminates against working mothers / parents / carers.  
Working mothers/parents/carers are less likely to be able to arrive at work before 7.45am, and therefore are currently less likely to get a space under the current parking arrangements. By having a permit you will be able to arrive at any time of the day with the guarantee of a space, so this is actually an improvement for this group of workers albeit there is a charge.
- iv) Are employees with disabilities excluded?  
Blue Badge holders will not be charged for parking, in line with all Moray car parks.
- v) A staff member who is registered disabled but does not currently have a blue badge.  
We would encourage anyone with a disability that impacts on mobility to apply for a blue badge as it improves accessibility not just for work. Blue badge spaces are also closer to the HQ buildings and are wider than normal spaces, which improves accessibility.
- vi) Are there any exemptions other than blue badge holders? Is there a charge for motorcycle parking?  
Motorcycles will not be charged if using the dedicated motorcycle spaces, in line with other car parks.

4.14 The following group of responses were concerned with the financial aspects of the proposal:

- i) £20 per month is a lot of money / the proposal discriminates against those paid less.  
This charge is in line with the lowest parking charges made elsewhere in Elgin. Free parking is available on residential streets around Elgin, as currently used by other employees.
- ii) It doesn't maximise income generation.  
Permit parking provides a guaranteed income source based on the number of permits sold. It is anticipated that the maximum number of permits will be sold.
- iii) The charges should be £1 per day Pay & Display.  
This is an option that was considered by officers, but was discounted for the original proposal as it did not provide any guarantee of parking for staff in the two car parks, and did not improve the position for those less able to arrive before 7.45am.
- iv) All council staff car parks should be charged.  
This is something that Council could consider separately, but has not been evaluated at this time.

- v) Parking charges should be introduced in all public car parks across Moray.  
The process to extend car park charges to other locations is underway in line with the council's budget position.
  - vi) The Greyfriars Street and Annexe car parks should be made public car parks.  
There are planning requirements around the provision of staff parking which restrict this option. Whilst it is supported by some respondents, it is likely to be received negatively by most employees.
  - vii) There is no consideration given to extending public car park charges to a Sunday.  
This would be a separate consideration. At this time the demand on a Sunday is not sufficient to merit introducing charges and increasing working hours for car park attendants.
  - viii) All car parks in Moray should be £1 per day.  
The charges at other car parks would be subject to separate consideration by Committee. The current charges in Elgin are as set through the Parking Strategy in 2017 and are performing well both operationally and financially.
  - ix) The income is unreliable and will drop off over time.  
There is no evidence that this would be the case. It is anticipated that a waiting list for a permit is a more likely scenario. As with any such scheme there will be monitoring and review of the delivery and effectiveness of the scheme.
- 4.15 A number of responses referred to Workplace Parking Levy – either stating that this was outright introduction of Workplace Parking Levy, claiming it was similar, or asking if we were considering Workplace Parking Levy. The Workplace Parking Levy is not yet a legal power for local authorities. When it is introduced it is an option for local authorities to consider, however, if it were to be introduced it would apply as a levy on employers – it would be up to individual employers as to whether the costs were passed on to employees. The exact details of the legal powers have yet to be set out, and the matter has not been considered by Council. The Council has separate powers to introduce direct charges for parking at car parks that it owns and operates – either as an employer, or under the Road Traffic Regulation Act 1984.
- 4.16 The administrative burden of introducing the charges was raised by some, with questions about the budget allowance for the management of car parks and permits, and a request for breakdown of costs. One respondent felt it would cost more to implement than it would generate. The implementation costs are negligible as all administration is covered by existing resources. Permits are produced in house, and enforcement will be carried out by the existing car park attendants.
- 4.17 Finally, there were some other comments that did not easily group with other responses:

- i) 3 general statements of objection with no reasons given.  
These are noted.
- ii) It will push more vehicles on to residential streets.  
The total number of employees driving to and/or around Elgin on a daily basis will not increase, however, it is possible that some employees will park on residential streets slightly earlier than is currently the case. The change is to which vehicles are parking in the car parks / in other locations, rather than the total number.
- iii) It will create negative publicity for the council.  
Free parking for council staff was raised by the public in the Parking Strategy consultation, with the view that council employees should have to pay for parking in the same way as many other people parking in Elgin.
- iv) Delivery vehicles to the Muckle Cross are not in the Car Park Order and cause obstruction.  
The access rights for deliveries to the Muckle Cross are not a matter for the Car Park Order. They are formalised through a separate legal agreement. Any potential obstruction should be raised as and when it occurs for the Transportation and Estates teams to deal with.

## 5. **SUMMARY OF IMPLICATIONS**

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

These proposals fit with the objectives of economic development, and are part of the Council's identified budget savings.

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

Information regarding the statutory process for amending the existing Car Park Order is incorporated in the body of the report.

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

The implementation of the scheme is an identified budget saving measure.

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

There are no specific risks, although the proposal has attracted criticism from some staff and from the trades unions.

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

There are no staffing implications.

### **(f) Property**

There are no property implications.

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

There are no negative impacts on protected groups arising from the content of this report.

**(h) Consultations**

The Corporate Director (Economic Development, Planning & Infrastructure), Legal Services Manager, Principal Accountant (P Connor), Equalities Officer, Payments Manager, and Committee Services Officer (L Rowan) have been consulted and their comments incorporated into this report.

**5. CONCLUSION**

- 5.1 There was a material number of responses, and all except two responses could be clearly identified as members of staff.**
- 5.2 Whilst clearly there are a number of people currently using the car parks who are unhappy about the proposals, there are no objections that identify a barrier to implementing the amendment to the Car Park Order.**
- 5.3 It remains the case that the majority of employees do not currently use the car parks, and it is highly likely that all permits will be sold as originally anticipated.**

Author of Report: Nicola Moss, Transportation Manager  
Background Papers:  
Ref:





**REPORT TO: ECONOMIC DEVELOPMENT & INFRASTRUCTURE SERVICES  
COMMITTEE ON 11 JUNE 2019**

**SUBJECT: MARINE SAFETY ANNUAL PERFORMANCE REVIEW 2018/19**

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

**1. REASON FOR REPORT**

- 1.1 To inform the Committee with regard to matters of Marine Safety and compliance with the Port Marine Safety Code (PMSC) for 2018/19.
- 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 for 2018/19, fulfilling their function as Duty Holder under the Port Marine Safety Code.**

**3. BACKGROUND**

- 3.1 A report was submitted to the meeting of this committee on the 20 March 2018, with the subject Port Marine Safety Code (PMSC) (para 6 of the minute refers).
- 3.2 The meeting agreed to instruct officers to report quarterly to this Committee, as the Duty Holder, on matters of marine safety.

**4. COMMITMENT TO THE PMSC**

- 4.1 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.
- 4.2 The aim of the harbour team is to manage operations safely, efficiently, sustainably and as a benefit to all of the users and wider communities.

4.3 The team are committed to:

- a) full compliance with all legal requirements in harbour operations while seeking to meet the changing needs of all harbour users.
- b) ensuring that all personnel are well trained, engaged and committed to improving safety in all processes. Competent skilled personnel backed by an active safety culture are key to a positive safety record.
- c) undertaking hazard identification and risk assessments when required and implementing improvement measures where necessary.

4.4 The team expect that all harbour users recognise the effect that they can have on the harbours operation and reputation and must work to our standards as a minimum. A Permit to Work system is in place to maintain control over hazardous work. The team will ensure that any contractors or other management systems fully support the same commitment to health, safety and environmental performance.

## 5. **VESSEL MOVEMENTS**

5.1 In the four quarters of 2018/19 there were 76 cargo movements (arrival and departure) at Buckie. These movements included 44 acts of pilotage.

	Q1	Q2	Q3	Q4	Total
Cargo movements	18	24	18	16	76
Acts of Pilotage	9	16	8	11	44

5.2 At the peak of the squid season in the first half of September, there were 28 fishing vessels working from Buckie. Through the rest of the season the number of boats varied between 15 and 20, depending on weather conditions.

## 6. **CONSERVANCY**

6.1 Dredging took place in Burghead and Buckie from April to July 2018, along with work carried out in external harbours, before personnel issues forced the vessel to be tied up for the rest of the year.

6.2 Following formal risk assessments, Statutory Sanctions were granted by the Northern Lighthouse Board to allow improvements to the provision of navigation lights at Portknockie and Cullen.

## **7. GENERAL SAFETY IMPROVEMENTS 2018/19**

### Buckie

- 7.1 In response to the formal advice letter of 8 May 2018 from the Health & Safety Executive following a visit to Buckie harbour, a number of actions were taken including development of a 'Mooring Manual', the establishment of monthly visual inspections of bollards, life- saving equipment and ladders, the establishment of an annual inspection of bollards and ladders by engineers, and the creation of a safe area on Pier 1 for visitors (in progress). Details of this visit and letter were reported to this Committee on 14 August 2018 in the Marine Safety Report Quarter 1 2018/19, section 5.
- 7.2 Significant work has been carried out on the pilot boat to extend the working life of the vessel and improve safety on board including overhaul of the engines, new silencers, new navigation lights, new fuel tank hatches, safety rail service, instrument gauges repaired, chart plotter fitted and Man Overboard Board equipment serviced.
- 7.3 Work was undertaken to upgrade the harbour office including a full rewire, new heating and lighting, and a new fire detection system. Further work to replace windows and flooring was planned for the end of the year. All this work is now complete and the building is now a safer and more comfortable place to work. Meetings can be held with clients and customers in a more professional setting.
- 7.4 Two additional spot lights were installed on the seaward side of the Buckie Fishmarket building, to improve conditions for the safe landing of catches during the hours of darkness.
- 7.5 Following the fatal incident on the North Quay, Buckie in August 2018, it was decided at the debriefing session that the style of lifejackets currently in use are great life savers, but inferior when assisting in a rescue. The incident was reported to this Committee on 4 December 2018 in the Marine Safety Report Quarter 2, section 8, paragraph 4. It was agreed a better solution would be to use the Crewfit Evolution 250 Manual lifejackets, which were developed along with the Maritime & Coastguard Agency. We now have two of these jackets which are used routinely by the Buckie Pilot and safety man. The lifejackets have 90N of flotation at all times with an additional 160N should the jacket be activated.
- 7.6 Eight new manual roller doors were fitted to the Buckie Fish Market building, four on each side. Access and egress at the building is now considerably safer for staff and customers alike.

### Burghead

- 7.7 The new marine gasoil tank was installed and commissioned at Burghead at the beginning of October 2018, with the support of the Scottish Whitefish

Producers Association and funding from the Moray Fisheries Local Action Group . The harbours team worked closely with the all concerned to ensure that all safety and environmental measures had been considered and that the appropriate mitigations were in place for potential hazards.

- 7.8 In preparation for Burghead Boxing Day Swim all the risk assessments were reviewed, assurance was sought that appropriate liability insurance was in place and a site inspection was carried out before the Christmas break and on Boxing Day morning.
- 7.9 Work continues in Burghead to improve berthing arrangements by relocating vessels into better positions. The aim is to improve the safety of vessel movements within the harbour and make it easier for all vessels to enter and exit their berths.

#### Portknockie

- 7.10 Two new navigation lights were fitted at Portknockie harbour by our colleagues in Street Lighting.

#### General

- 7.11 Minor problems developed at the west pontoon installation in Findochty, where fixings for the ladder structure fitted earlier in the year started to fail. The contractor was recalled by Consultancy and the problem was quickly remedied. Further adjustments to the structure were subsequently carried out.
- 7.12 Work was carried out by Consultancy to several pier walls including rebuilding the end of the parapet in Cullen and minor repairs to other areas, dealing with surface cracks in Portknockie and Burghead, and repairing the concrete around a ladder in Findochty. All this work was carried out by rope access technicians eliminating the need for scaffolding.
- 7.13 Considerable time was spent in the fourth quarter of 2018/19 working on the pontoon systems, particularly after the Christmas winter weather. This work continued as we investigated ways to carry out repairs to the pontoons in house. The current hinge arrangements require the services of a welder to carry out repairs.
- 7.14 Replacement rope ladders were fabricated by the harbours team, and most of the ladders cleaned or changed at Buckie, Burghead and Findochty, with plans to do the same at Hopeman and Cullen later in the year.

#### People

- 7.15 All harbour personnel completed manual handling training. Five personnel completed RYA (Royal Yachting Association) First Aid training at North58° in Findhorn and four undertook the RYA Sea Survival course in Elgin. One of the Assistant Harbourmasters successfully completed the RYA Advanced Powerboat Assessment and Examination, which has since been commercially endorsed. Four personnel completed the RYA Powerboat Level

2 course, while working towards the RYA Advanced Powerboat qualification required for Pilot Boat coxswain duties.

7.16 Following the Sea Change article in the November 2018 issue of Connect magazine , one of the Unison Union Safety Representatives expressed concern about safety around pier edges. He was invited to the harbour office where the management of staff working near the edge of the pier and on boats was discussed. Copies of our Risk Assessments relating to this subject were readily provided and no further action was deemed necessary.

## 8. INCIDENT STATISTICS

8.1 There were no injuries to our personnel in 2018/19 at any of the harbours.

8.2 Reported incidents are summarised below:

	Incident	Description	Lessons	Actions
5 April	Small volume of fuel lost from fishing vessel in Buckie harbour	Unintentional release by crew member who accidentally knocked a handle	Skipper and crew to review deck operations	Monitor natural dispersal
3 August	Fall from breakwater Buckie	Angler lost balance and slipped (non-harbour activity)	None	Nil
6 August	Fatality Buckie entrance	Angler lost balance and slipped (non-harbour activity)	None	Nil
30 October	Contact with North pier Buckie by cargo vessel	Vessel thrusters not fully functional	Greater emphasis on planning and communication to help mitigate risks from errors by others	Pilot to continue to emphasise communication from Master
4 December	Contact with North Pier Buckie by cargo vessel	Slow reaction of Master to Pilot instruction	Greater emphasis on planning and communication to help mitigate risks from errors by others	Pilot to continue to emphasise communication from Master
8 February	Excessive	Navigating	Consequences	Debrief and

	speed by lifeboat in Buckie harbour	through the harbour too fast in an emergency	of wash on other harbour users	review of procedures
--	-------------------------------------	--	--------------------------------	----------------------

All these incidents were fully reported and the reports are available on request.

## 9 KEY PERFORMANCE INDICATORS

### 9.1 Pilotage

Pilotage is not compulsory at Buckie harbour, and therefore not all cargo movements require the services of a pilot. Pilotage services are offered by the Statutory Harbour Authority and the shipping agent will inform the Harbourmaster in advance if a vessel requires a Pilot. If the Master is a regular visitor to Buckie, it is unlikely that the service will be required, unless the vessel in question is new to the Master. Generally, the service is required for entry to rather than exit from the harbour, unless the vessel is loaded at Buckie, there are vessels on both Piers 1 and 2 or if the size of the vessel limits its ability to manoeuvre.

### 9.2 Aids to Navigation

As a Local Lighthouse Authority, Moray Council is required to report the availability of all its navigational lights to the Northern Lighthouse Board in March of each year. The following table gives the detail that is reported on an annual basis. This is the table submitted in March 2019

Table 1: Availability of Navigation Lights

IALA Category	No Of Aids	Total Hours	No Of Failures	OOS Hours	MTTR	MTBF	Availability	Target Availability
<b>Moray Council</b>								
CAT 1	1	26,256	0	0:00	0:00	0:00	100.00 %	99.80 %
CAT 2	15	393,840	5	19576:04	3915:13	74852:47	95.03 %	99.00 %
CAT 3	4	105,024	1	13104:00	13104:00	91920:00	87.52 %	97.00 %
No Category	0	0	0	0:00	0:00	0:00	0.00 %	0.00 %
<b>Totals</b>		<b>20</b>						

Criteria:

Date Range from [01/04/2016 00:00:00 to 31/03/2019 00:00:00]  
 Third party Organisations are not included.  
 Organisations [Moray Council].  
 Filter [LLA AtoN].  
 User [DBremner] belonging to Organisation(s) [Moray Council]

Key to headings:

IALA International Association of Marine Aids to the Navigation and Lighthouse Authorities  
 OOS hours Out of service  
 MTTR Mean Time To Repair  
 MTBF Mean Time Between Failures

Availability	Objective	Definition
Category 1	99.8%	AtoN considered to be of primary navigational significance

Category 2	99.0%	AtoN considered to be of navigational significance
Category 3	97.0%	AtoN considered to be of less navigational significance

The 'Availability Objective' is calculated over a rolling 3-year period. This means that over this period a Cat 1 AtoN needs to be functional for 99.8% of the time.

## **10 GENERAL COMMENTARY**

10.1 The Harbours team is always striving for safer methods of working. The safety performance at the harbours is improving continuously and there were no injuries to personnel in 2018.

10.2 The incidents detailed in Section 8 fall into two categories: those involving commercial shipping and those involving members of the public.

### 10.3 Commercial Shipping

Even when a Pilot is not on board, the harbours team has ultimate control over commercial traffic in the harbour and the Master must clear his entry or exit with the harbour office and any movements within the harbour. When a Pilot is on board there is representation on the bridge of the ship and clear communication between the Pilot and Bridge team is paramount. However, despite detailed local information which is passed to the ship prior to arrival and real time guidance on the bridge, it is possible for navigational errors to be made. These may occur due to language issues and faulty equipment such as bow thrusters. The response by the Master to instructions from the Pilot is also key, as is the response of the ship to the use of the controls by the bridge team. When navigating the narrow entrance channel the ship can be subject to cross currents at certain states of tide and in certain weather conditions. At these times it is crucial that the Master responds quickly to guidance from the Pilot and that the ship responds quickly to the controls. If there is any delay for whatever reason the ship can be pushed close to the structures risking damage to the hull and piers. Even though the speed at this point is low, in order to steer effectively the Master must maintain a certain level of movement through the water, which differs from ship to ship and cargo to cargo. Each vessel has a different suite of equipment and will behave differently due to a whole range of factors. Newer vessels tend to have much more effective control and positioning capabilities. The Pilot at Buckie harbour does not take the controls of the ship, and cannot know how each ship will behave or react in the same way that the Master does.

### 10.4 Members of the public

Every year there are countless incidents involving members of the public getting into difficulty around the coast of the U.K. Harbours are a draw for people for all sorts of reasons including just looking at boats, getting involved in activity on the water, and going crabbing and fishing. However, the structures that protect the harbours and facilitate harbour activity can be

extremely dangerous. Risks include falls from height, slips and trips, hidden underwater hazards, commercial and leisure traffic movements and cold water. A certain level of risk management will include measures such as warning signage, barriers and gates. However, many incidents result from the public ignoring such measures and taking unnecessary risks without any consideration for the consequences. Considering the number of visitors that enjoy all our harbours every year and the risks that are inherent at each location, the level of incident recorded is remarkably low.

## 10.5 Pontoons

The aged pontoon systems at Portknockie and Findochty continue to be of concern. Much work has been carried out over the years to try and maximise their lifespan but the work scope is beginning to get to the stage where there is a limit to the effective actions that harbours team can take without specialist assistance. It is hoped that further pontoon sections and fingers can be procured from Lossiemouth Marina and elsewhere, so that a rolling programme of removing and replacing sections, boards, hinges and floats can be established. However, it must be accepted that the current arrangements cannot continue indefinitely and a fully costed plan for replacement of the structures must be considered as soon as is practicable. If no action is taken, the risk is that further periods of closure due to safety concerns will increase.

## 11 FUTURE OBJECTIVES AND PLANS

11.1 Objectives identified for 2019 and beyond include the following:

- Monitor consistent incident reporting, including potential incidents
- Implement new KPIs
- Undertake further reviews of Marine Policy, SMS and training requirements Maintain momentum of Pilot training and accreditation

11.2 Discussions have been held with the team regarding incident reporting, in particular to consider near misses and how they can be used to indicate trends and inform safety improvements to operations.

11.3 A review of the training requirements for all staff has been completed and a new training matrix is under development which includes a mix of internal and external training courses. Pilot and Coxswain training continues 'on the job' with training opportunities being taken whenever possible.

## 12 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 Port Marine Safety Code could have legal implications as it would likely be a breach of Health & Safety Legislation

**(c) Financial implications**

Non-compliance with the Port Marine Safety Code may have financial implications in relation to cost of remedial actions and any fines related to this.

**(d) Risk Implications**

Prosecution of the authority may result from the failure to comply with the Port Marine Safety Code.

**(e) Staffing Implications**

Key personnel are to be trained, qualified and experienced.

**(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) Consultations**

Head of Direct Services, Corporate Director (Economic Development Planning and Infrastructure), Legal Services Manager, Principal Accountant, Committee Services Officer (L Rowan), and Equalities Officer have all been consulted and their comments incorporated into this report.

**13 CONCLUSION**

**13.1 The council is currently deemed to be compliant with the PMSC, however, there is still work to be done to stabilise our position in relation to marine safety. This will be evidenced through future reports to this Committee, and scrutinised by this Committee as Duty Holder.**

Author of Report: Duncan Brown, Development & Operations Manager, Harbours

Background Papers:  
Ref:





**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE ON 11 JUNE 2019**

**SUBJECT: SANQUHAR LOCH & WOODLAND MANAGEMENT PLAN**

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

**1. REASON FOR REPORT**

- 1.1 Committee is asked to approve the Sanquhar Loch & Woodland Management Plan and agree to fund the improvements from revenue reserves.
- 1.2 This report is submitted to Committee in terms of Section III (F) (11) of the Council's Scheme of Administration relating to exercising the functions of the Council in relation to Parks, Open Spaces and Tree/Woodland management and maintenance.

**2. RECOMMENDATION**

**2.1 It is recommended that Committee:**

- i) approves the management plan: and
- ii) agrees that £ 30,000 of the £53,938 legacy funding which is classed as revenue reserves that have been earmarked for the upkeep of the Sanquhar Estate may be accessed over a five year period between 2019 and 2024 to be spent on the recommendations of the Management Plan for the Loch & Woodland including associated upgrade and maintenance measures.

**3. BACKGROUND**

- 3.1 On 20 March 2018 this Committee approved spend of up to £6,000 of the council's revenue reserves for the development of a management plan (paragraph 12 of the Minute refers).
- 3.2 The management plan has been written and is attached as **APPENDIX A**. Sanquhar Loch is situated in the southern residential area of Forres, (OS Grid Ref. NJ 040.581). The loch, which has been formed by a dam across the Burn of Mosset, provides an attractive local amenity with open-water, fen and wet woodland habitats of wildlife value. It is part of a more extensive area of woodlands and ponds in the Chapleton area of Forres as shown in **APPENDIX B**.

- 3.3 There is an extensive footpath network throughout, including a circular route around Sanquhar Loch and woodland which links to the wider network of footpaths around Forres.  
(see <https://www.forresfootpathstrust.org.uk/pdfs/Chapleton%20AI2.pdf>)
- 3.4 The landscaped grounds were formally part of the estate of Sanquhar House and are now in the ownership of Moray Council. There is a legacy fund, currently at £77,938; made up of fishing rights valued at £15,000, land at £9,000 and an earmarked revenue reserve of £53,938. The revenue reserve balance was £58,973, with approved spend in 2018/19 of £5,036 to write a management report for the woodland and pond area; bringing the balance to £53,938.
- 3.5 Sanquhar Loch is managed by Moray Council Environmental Protection - Lands and Parks section, who manage all Council owned grounds throughout Moray.
- 3.6 In summary, the key benefits of Sanquhar Loch are as follows:
- historical interest as a vestige of a landscaped estate;
  - local landscape and amenity value for residents and visitors with associated physical and mental health benefits;
  - part of a wider network of high amenity green spaces and public footpaths;
  - local ecological value with successional wetland habitats from open water to wet woodland;
  - a linking complex of habitats in the wider ecological network; and
  - educational value as it is used by local schools and other interested groups.
- 3.7 Local residents have long held concerns over the siltation rates of the Loch and the future management of the popular amenity site. The process of erosion and silt transport in the upstream catchment is now however considered to be under control from the Chapelton Flood Alleviation Scheme. There is a sediment trap included in the reservoir at Chapelton, which is part of the Burn of Mosset Flood Alleviation Scheme. The sediment trap will reduce the sediment load transported downstream but will not have any influence over erosion.

With the condition of the Loch now expected to be much more stable, a long term Management Plan to enhance the Loch and conserve the environment is considered justifiable.

#### **4. PROGRESS BY VOLUNTEER GROUPS**

- 4.1 A dedicated group of volunteers known as the Sanquhar Dam Restoration Group have been working on restoring the area in recent years for the benefit of the Community. At weekends they carry out works such as tree thinning and path restoration. The volunteers have carried out over 1800 hours of work to the loch, woodland and path network. The volunteer group are willing to carry out further works such as path edgings, drainage and upgrading

pathway surfaces and have requested Moray Council provide materials to enable approved works to progress.

The Group work in collaboration with Moray Council and only work that has been agreed with Moray Council is progressed by the group. Any work that involves the use of materials is assessed and quantified by Moray Council Officers.

- 4.2 There are clearly a lot of issues to be considered in how the Council move forward with a strategic long term plan for restoration and management of this popular local amenity. We will need to address a wide range of issues such as litter, health and safety, pollution and restoration and maintenance needs to be balanced against wildlife conservation, flood risk and public safety.

## **5. WHERE DO WE WANT TO BE**

- 5.1 The Management Plan sets out a programme of works along with associated costs for the period 2019-2023. It assumes that volunteer labour will be used where possible on non-hazardous or non-specialist activities. Moray Council will continue to work closely with the volunteer group, to provide a long-term vision for the Loch and detail works and operational duties required to achieve that vision. The management plan clarifies, to anyone interested in the Loch, how it is to be managed and improved to achieve the vision in line with the Council's strategies and associated legislation such as the Countryside (Scotland) Act 1967 and the Land Reform (Scotland) Act 2003.

- 5.2 The Management Plan:

- In partnership with stakeholder groups, has created a vision for Sanquhar Loch & Woodlands;
- It has clarified and communicated a work plan and agreed milestones and targets with the focus on conserving, rejuvenating and enhancing the existing natural capital of the site;
- It has clarified funding available;
- Ensured all stakeholders know about the management priorities for the site;
- Clarified issues such as risk assessments, insurance cover, health and safety for voluntary groups.

- 5.3 The plan will enable the Council to have a formal arrangement with the Sanquhar Dam Restoration Group and other organisations to achieve common goals. This plan is aimed at Council Officers, the local community, stakeholder/ volunteer groups and is a flexible working document that will be reviewed and updated on a regular basis. Preferred options for works will be prioritised and risk assessed.

## **6. SUMMARY OF IMPLICATIONS**

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

Contributes to Moray Council Core Values that support the progress and delivery of Moray 2023 especially Sustainability - “promote Community empowerment as a means of supporting communities to take on more responsibilities.” Also, contributes to objectives in the Corporate Plan, namely Priority 3 – Healthier Citizens – “We will create attractive, accessible open spaces for recreation” and “we will support the creation/maintenance of safe, attractive and accessible green space”.

**(b) Policy and Legal**

Sanquhar Loch could be classed as a reservoir under the Reservoirs (Scotland) Act 2011 when the consequences of the lower impoundment limit is enforced by the Scottish Environment Protection Agency (SEPA).

The 2011 Act introduces a proportionate and risk based regulatory regime based on the consequences of an uncontrolled release of water on downstream receptors. The 2011 Act has been implemented through a phased approach.

Risk designations of either, high medium or low have been assigned to each reservoir by SEPA based on the consequences of an uncontrolled release of water.

**(c) Financial implications**

A total of £53,938 is available from the council’s earmarked revenue reserve. Approval to spend up to £30,000 of the reserves is requested at this time for the maintenance, further restoration and the development of a park management plan. Committee approval will be sought if additional financial resources over and above the £30,000 are required.

**(d) Risk Implications**

Robust governance of the funding will help ensure that funding is focussed on agreed priorities and that goods and services are procured in line with council policy.

**(e) Staffing Implications**

The proposals can be managed utilising existing staffing resources.

**(f) Property**

Sanquhar Loch and Woodlands offer the potential for multiple health, social and environmental benefits. To ensure that these benefits are realised requires careful planning and management. The implementation of the management plan would provide the required strategic direction.

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

Sanquhar Loch and Woodlands have the overall ambition of providing free access for all genders, ages and backgrounds.

The group along with the Forres Green Space working group have been working to improve the path surface to allow for mobility scooters to access the path network more easily and have reduced the steep incline by the Kennel Cottage on the eastern side of the Loch.

### **(h) Consultations**

Head of Direct Services, Corporate Director (Economic Development Planning and Infrastructure), Principal Accountant Financial Services, Consultancy Manager, Lissa Rowan, Committee Services Officer, Sylvia Jamieson, Community Support Officer, Legal Services Manager and the Equal Opportunities Officer.

The Management Plan was discussed by The Forres Green Space User Group on a number of occasions leading up to the production of the Management Plan.

The draft Sanquhar report was circulated to the Forres Green Spaces User Group in March. The setting up of this group was an action that came out of the Forres 2020 Vision Planning for Real Action Plan <http://www.moray.gov.uk/downloads/file116777.pdf>

The group has membership from a wide range of groups that have an interest and/or care for or work in green spaces in Forres. It meets monthly and usually get 12-14 attending. Not all groups attend but the group also has an email group that the plan was circulated around which would have a wider membership. The Forres Green Spaces User Group isn't a formal constituted group rather it is a networking group to share information/materials etc. and tackle/discuss issues relating to green spaces together.

There were no objections raised to the draft Plan which was on the agenda and members were very supportive.

## **8. CONCLUSIONS**

- 8.1 Partial access to legacy funding will enable works contained within the Management Plan for Sanquhar Loch & Woodland asset to be carried out. A strategic Park Management Plan will provide a medium to long term vision for this important open space asset. This approach will benefit the local Community and visitors and build on the strong partnership with the voluntary group whose dedication and valuable contribution to the loch should be recognised.**

Author of Report: Ken Kennedy, Lands & Parks Officer.





# Sanquhar Loch Woodlands

MANAGEMENT PROPOSALS – A 5 YEAR PLAN

David Hardie | BSc (Hons) MICFor |

Tilhill Forestry  
December 2018

## INTRODUCTION

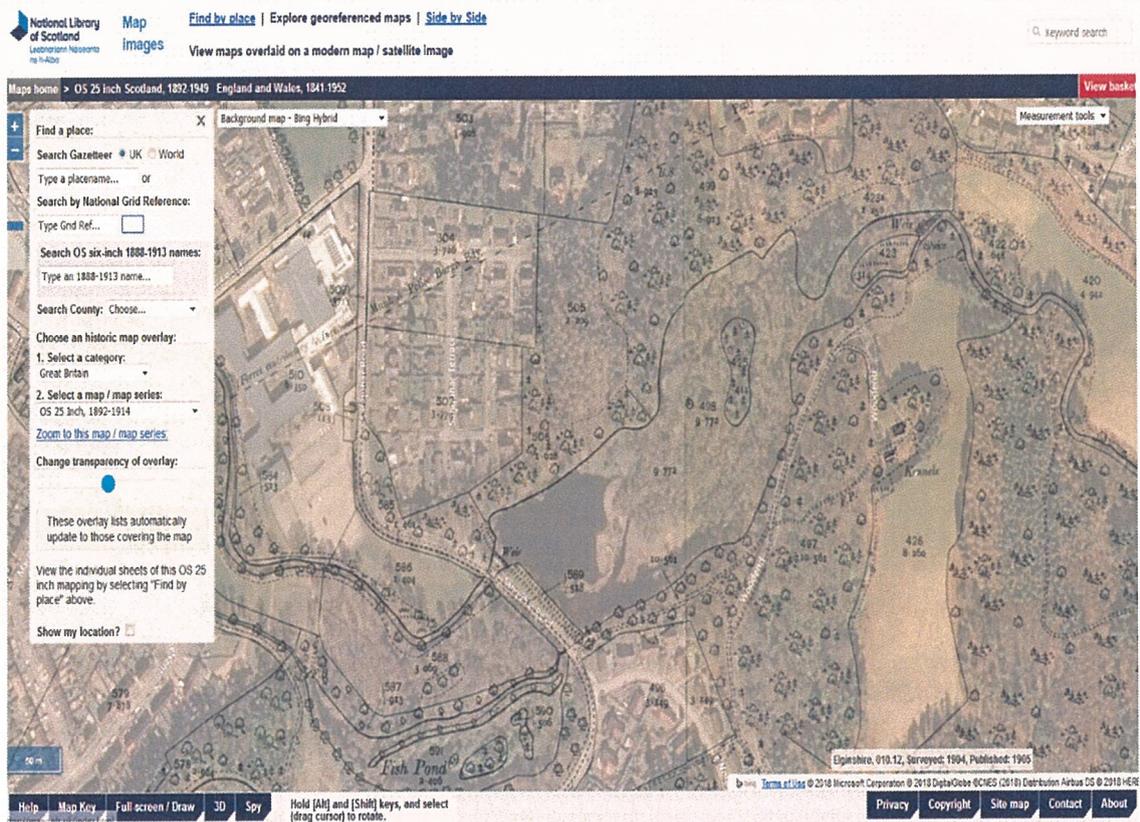
- This management plan has been commissioned by Mr. Ken Kennedy , Lands and Parks Officer, **The Moray Council (TMC)** as an action point from an Economic Development and Infrastructure Committee meeting 20/3/18 (See appendix 5)
- The **Sanquhar Loch Woodlands** are situated in the town of Forres at grid reference NJ 041 581 which is 230m south east of Forres Academy. The woodlands and the Loch / Ponds are artifacts of landscaped grounds around what was Sanquhar House. The woodlands, and Ponds are now owned by TMC and are a well-regarded resource for the local community for recreation and education. The area is seen as 'a natural' habitat in the town of Forres. The footpaths around the Loch link into a wider network of footpaths around Forres. In summary the area has historical interest, landscape and amenity value as well as ecological, recreational and educational value.
- A group of volunteers called the **Sanquhar Dam Renovation Group (SDRG)** have been energetically working to improve access and the appearance of the area and also control invasive species around the Loch. They were commended by TMC for their excellent work. However they need funding to continue their works and this Plan is a way to access money donated by Arthur Stuart Murdoch who originally provided the funds (via his will) to allow Moray District Council to purchase the Loch and Woodlands in 1978.
- **Tilhill Forestry** are occasionally employed by TMC to give advice on Forestry and tree related matters.
- There is a requirement to create a management plan to direct management activities of the Woodlands and Loch based on consultations with TMC and stakeholders
- Note that TMC also own the area known as **Sanquhar Pond** (the 'Wee Pond') which is located to South of the Loch with associated woodland. However this Plan deals predominantly with Sanquhar Loch. It is proposed that Sanquhar Pond is treated as a Natural Reserve with minimal management for wildlife benefits.



## A Brief History of the Sanquhar Ponds and Woodlands and local context (1800's to 2018)

To understand the history of the Loch greatly assists in understanding why the woodlands look the way they do. The Loch was created in the late 1890's and the age and appearance of the plantations suggest that a significant number of trees were planted around the same time to form mixed Broadleaf / Conifer woodlands in a Policy Woodland style which produced impressive large individuals of conifer within a matrix of large impressive broadleaves, with a view to producing a landscaped backdrop to the Pond within the locale of Sanquhar House. There are older individuals of Oak, Beech and Scots Pine which probably pre-date the landscaping works.

Unfortunately the Loch as part of the Burn of Mosset system, forms a natural settling pond for silt and thus progression to successional wet woodlands, which is probably what it would have reverted to had the Pond not been created and the original wet fields been left to natural processes.



It can be seen in the graphic above (reproduced with the kind permission of National Library of Scotland) which is an Ordnance Survey map (1905) georeferenced on an aerial map, which demonstrates the extent to which the Loch has diminished since its creation in the 1890's. Note that the Mill Lade that used to carry water from the Mosset Burn to the Forres / Plasmon Mill has been subsumed as the southern boundary of the new Loch - or 'Pond' as it was strictly called by staff on the Sanquhar Estate.

The whisky entrepreneur Alexander (Sandy) Edward who owned Sanquhar Estate at the time, commissioned the creation of the Pond and this was delivered by the local contractor Alexander Ross in the 1890's. For a personal historical account of the Dam and Loch see appendix 3, courtesy of Mr Ian Ross whose Great Great Grandfather excavated the Loch and built the Dam and whose family business acted as contractors for the Estate and maintained the Pond for generations.

Note that the Pond was commissioned not only for landscape purposes but also to supply water to the Benromach Distillery (for cooling) and the Plasmon Mill – both of which it is believed Alexander Edward had business interests in. The Plasmon Mill was supplied by a Lade that took water from the Burn of Mosset across his land and powered the wheel.

Note also that the term 'Sanquhar Loch' will be used in this report to distinguish it from the 'Sanquhar Pond' (known locally as the 'wee pond') which lies to the south and across the road from the Loch, and to fall into line with previous reports referenced here and TMC usage. Note that Ordnance Survey maps, online searches and local tourist literature also use the term 'Loch' rather than Pond. However it is recognized that long established residents may take exception to this.

Note that:

i) The Dam was breached in 1900 flooding houses in Burdshaugh (including Alexander Ross's).

ii) Ian Ross lowered the Spillway by 3ft in 1958 on instruction from the Council at that time (to avoid volume based Regulation).

iii) The Council raised it by a foot in the 1970's and possibly again in the 1980's – probably to keep ahead of siltation effects. (pers comm Ian Ross)

The Sanquhar Ponds and Woodlands were bought by Moray District Council in 1978 using funds bequeathed by Arthur Stuart Murdoch. His Will directed that any surplus funds be used to maintain or upgrade the land bought. These funds have sat in an account and earned interest and now sit at circa £60,000 at time of writing. These funds cannot be used for any other purpose.

The area is well used and fondly regarded by locals. It is used for dog walking, family recreation, school education, orienteering, bird watching, botany, ecology and for 'peace and quiet'. All of this is within an urban environment and which is seen as a 'natural' environment and is highly valued.

References for interest:

- <https://www.forres-gazette.co.uk/Features/Memory-Lane/The-Edwards-and-Sanquhar-Pond-spark-memories-for-local-folk-26042013.htm>
- <https://scotchwhisky.com/magazine/whisky-heroes/13541/alexander-edward-craigellachie/>

## CONSULTATION RESULTS

### General impressions

Consultees generally happy but do not want works to go 'too far' and lose the natural feel of Loch surrounds. Siltation came up repeatedly as did biodiversity protection

### SANQUHAR CONSULTATION DAY 11 OCTOBER 2018

NAME	COMMENTS
Linda Mackie	Don't feed ducks; More poo bins; New map board; Foot bridge to wee Pond.
Sheila Phelvin - Scott	Too much veg cleared and impacts on wildlife loss of character; planting non natives.
Brenda Devlin	Too much duck feeding white bread; Parking on bend along road
Liz Jones	Life Belt required; Steps falling apart; path pot holes.
David Finlayson	Dog walker -happy with works
Bill Tulloch	Good work but don't 'over garden'
Claire Feaver	Strong concerns - will send email summary of long conversation to DH. Biodiversity loss and bird impacts biggest concerns. Some imported path material not appropriate round water
Rachael Preston	Young mother – 'great work suggest nature trail with boards 'like Baxters'
Stuart and Jane Johnston	Good work but don't 'over garden'
George and Heather Paul	Loss of Lichens on tree / Biodiversity (possibly have old photos) volunteers?
Chris Bird	No issues good work but maybe too far?
Carl & Barbara Adams	Access improved great job
Adrian Angell	Neighbour, above car park concerned about boundary trees proximity; more poo bins at back'
Alan Tissiman	Concerned to promote Biodiversity naturalness habitat. Gem site in urban area important for well being (youngsters mental health) needs protection.
Steve Hull	Retain biodiversity; deepen loch; make islands safe for birds.
Heather Duguid	No barrier at edge of water to prevent children getting stuck in silt danger. Edge trees gone

John and Laura Watson (volunteer)	Too many Gulls taking other chicks.
Gill Farmerey	Siltation of Loch; encroaching vegetation - 'Losing the Loch'
John Scott	Admires work done on paths, do not plant non natives, create silt trap upstream near bridge to reduce siltation and sump to clean.
Ian Green (Botanical Recorder (BSBI))	Rare form of non native Rush ( <i>Carex pseudocyperus</i> ) in wet woodland; no native rarities in woods around loch. - see appendix 4)
Heather Paul	Lichens expert provided list and advice Nothing rare or endangered known. (See appendix 4)
SEPA - Lucy Summers	Cannot recommend contractors. Gave list of regulations and advice on waterbodies, controlled activities and sedimentation.
SNH - Jennifer Heatley / Shirley Reid	Little and often works if possible; halt succession to woodland if possible; Semi Natural environment 'valuable for locals
Bob Laughton (FNLFT Fisheries)	Dam and ladder possible barrier to fish; Mosset Burn v good for Eels, some salmon to Dam. Poss funding for new study species survey and monitor habitat. Controlling invasives along burn with Dam volunteers; BL to send photos, info, contact at Nottingham Univ (TBC?) for academic study info.
RSPB - Karen Cunningham	Open up E of Loch willow encroaching; Increase open water and open aspect for wildfowl; Management of woodland to maximise native species for biodiversity benefit.
Altyre Estates -Fiona MacLeod -Assistant Factor	Blairs Loch veg clearance by community grp; Estate ground around Loch not viewed for active development and would look on offer to purchase favourably. Supplied boundary map for Loch.
Forres Community Council - Graham Hilditch	Has contact via Forres Green Spaces Group. Suggested speaking to Keith Cruickshanks at Benromach and Altyre Esates.
Keith Cruickshanks (Manager Ben Romach)	1. Water supply for whisky alkathane pipe under footpath 1-1.5m below surface (rerouted 2002) with air vent up near bridge source 1ml upstream. 2. Cooling water from sump under jetty blocked by volunteers 2017. Wayleaves agreed with MC. Believes siltation still reducing pond volume . Willing to assist loch improvement where possible.

Forestry Commission (David Hay)	Emphasised non native character/ man made landscaped Policy Woods. Pleased to see production of Plan to guide and communicate activities. FC grants probably not best suited at present. Keen on Deadwood, Natural Reserves and LISS;
Forres Academy	Ms Helen Duffy - Head of Science see email response - keen for school to use as resource and be involved in developments
Moray Council	Land and Parks / various Departments
Sanquhar Dam Restoration Group (SDRG)	The Key Group creating change on the ground
Forres Green Spaces Group	Various meetings held.
Dredging contractors	Ebsford Environmental - Nick Hartley, Managing Director for dredging info and price updates
Cbec eco engineering UK LTD	Dr. Hamish Moir – Possible to survey for siltation rates and catchment area analysis for erosion rates and sources. Would need specification to start project and work up costs.

(See also the contributions in Appendix 4 - Biodiversity)

## LONG TERM VISION

Sanquhar Loch and Woodlands offer multiple public benefits, and allows locals and visitors to enjoy peace/ wildlife /health /social and environmental benefits.

Preserve and enhance the Sanquhar Ponds and Woodlands by involving volunteer groups and stakeholders for benefits to local community in perpetuity;

Prevent disappearance of the Loch through siltation and succession to woodland;

Maintain as a valuable 'natural' asset within an urban setting for future generations;

Accessible to all without destroying its semi natural character -find the balance;

Educational Resource for local schools and beyond.

Reflects TMC Core Values (Moray 2023 Plan)

## OBJECTIVES OF MANAGEMENT

Create a management plan with Long Term Vision and short term Objectives that will communicate a required strategic direction, to allow monitored progress.

Control invasive species

Enhance wildlife value (e.g. Retain deadwood; reduce public access to islands as natural reserves; new planting)

Ensure the reasonable safety of users and neighbours (e.g. Remove dead and dying trees around high use areas). Enable reasonable access for all around the Loch.

Secure funding to manage the woodland and aquatic resource sustainably

Manage woodlands sustainably to add value and generate a return where possible

Maintain and perpetuate woodland character and value via Low Impact Silviculture Systems (LISS)

Maintain and perpetuate the wildlife and aesthetic value of the Ponds, Woods and Riparian areas

Promote the resource for educational purposes and tourism

## 1. THE WOODLANDS

### Site Characteristics:

Area: See Appendix 1 for maps and schedules.
Sanquhar Loch: 11.31ha (3.53ha MB/MC; 0.78ha Larch; 0.65ha Spruces; 0.07ha DF with 4.47ha of Wet Woodland) the rest is either open ground or water.
Sanquhar Pond: 4.15ha 0.7ha of water rest under tree cover.
664mm rain /yr average
Elevation 25-52m asl
Soils : Humus- Iron Podzols derived from Fluvioglacial raised beach sands and gravels of acidic rock origins (from Hutton soils maps).

There are no designations on the area seen on a Land Information Search (LIS) (e.g SSSI or ASNW) Dec 2018

There are no botanically rare native species or rare Lichens – see Biodiversity Appendix 4

The woodlands and Loch are surrounded by housing to the north and plantation woodland to the south and east. There are good footpaths which link into high amenity areas nearby. The watercourse provides ecologically valuable linkage with the wider environment.

The woodlands are mostly growing on two small hills with locally steep slopes down to the Mosset Burn and Sanquhar Loch; the majority of woodland has a SE aspect. There is a short ridgeline running above Sherriffbrae down to Sanquhar Drive where most of the Spruce is located. The soils are moderately fertile for forestry purposes with reasonable drainage producing stable rooting conditions.

The steeper slopes above the north side of the Loch hold plantations of Oak and Douglas Fir with occasional Scots Pine, and an understory of natural regeneration of Sycamore, Beech, Douglas Fir, Holly, Hazel , Norway Spruce and occasional Oak seedlings seen. Birch regeneration is also seen on the ridge slopes.

The Spruce and Larch are showing signs of stress and infection by the fungal pathogen *Phaeolus schweinitzii*. The rainfall is possibly borderline for growth of Sitka and Norway Spruce especially on the well-drained ridge, however spruce trees are continuing to grow there. Scots Pine is occasionally seen to suffer from *Peridermium pini*. There are also signs

of Oak Dieback syndrome. There is a risk to Larch from *Phytophthora ramorum* therefore it is proposed that the presence of Larch is reduced to reduce this risk.

Some of the older specimen trees (Oak, Beech and Scots Pine) will predate the creation of the dam circa 130yrs ago, but most of the mature Douglas Fir and Oak were probably planted as mixed Policy Woodlands for Sanquhar House around the time of Pond and Dam creation.

Much of area has had woodland cover since at least the 1800's and has had areas felled and replanted.

Parts of the plantations have been removed for development e.g. to the north at St Leonards Drive. There is a stand of coppiced Sycamore there which has regrown after felling possibly as part of that development. Other coppice stools of Oak are found on the ridge where trees have been felled in the past and have regrown as coppice which introduces a younger age class in effect 0-50yrs. The natural Regeneration seen is predominantly 0-50yrs old.



Within the body of the woodlands there is a mosaic of age classes where broadleaved trees have been felled and have coppiced and produced a new age class (0-50); older age classes of 50-130yrs of conifer and broadleaves forming the Policy Woodlands of Sanquhar House and there are older specimens of Oak, Beech, Scots Pine and possibly Douglas Fir 130 – 200

years old.



Windblow and disease have combined to create gaps in the canopy where natural regeneration has occurred to create a varied woodland of mixed species and age classes within a mosaic.







This situation presents challenges and opportunities for forest management.

It is proposed that the woodlands be managed under a '**continuous cover**' system or **Low Impact Silvicultural System (LISS)** which is possible on well drained soils with stable stands of trees. Advance regeneration is obvious across the site which gives this system of management a high chance of success. Essentially the overstory is managed to produce and promote the next generation which makes up the understory. The art is creating the conditions that suit the desired tree species [which is essentially managing the canopy to vary light and moisture levels, to control the understory and ground vegetation to facilitate natural regeneration of the desired species of the next generation of trees. Too much light can mean too many weeds and favour undesirable opportunist species, too little light and only shade tolerant species survive. For example Oak tolerates some shade when young but needs increased light to grow and thrive. Sycamore is surprisingly shade tolerant for a species that likes open grown conditions

Clearfell systems of forest management are legitimate in most situations and are easier to communicate through maps and numbers (e.g. species maps, areas, stocking, volumes/ha and restocking species locations). There is an inherent difficulty in describing LISS systems of management that subsequent managers can follow, as management reacts to conditions appearing across the site and which change with time. It is a case of 'nudging' the site conditions to produce the desired end result. Therefore a set of principles should be followed instead of over-prescriptive instructions. The end result is the **perpetuation of the existing varied woodland environment with a 'semi natural' character**. This is a deliberately loose description to encompass the varied management techniques that will be employed. A key activity will be managing the next generation of trees through natural regeneration and targeted planting.

## **Principles of Silvicultural for Management of Sanquhar Loch Woodlands:**

Remove dead, dying, diseased, moribund, unsafe trees. This is the easiest way to start the system off over the next 5 years - then review. Target Spruce and Larch showing stress (stem bleeding) and disease (fungal brackets).

Maintain the woodland environment; avoid larger clearfells (Selective Felling or Group Clearfell ideally less than 0.2ha (50m diameter circle) ideally working to wind firm boundaries.

Maintain a mixed conifer /broadleaved woodland and perpetuate the existing mixed Policy Woodland character by favoring desired regeneration. Weeding bracken and vigorous competitors.

Underplant well-spaced Larch and Sitka with shade tolerant species such as Douglas Fir and Western Red Cedar to test how well they take, and to reduce the presence of Larch and Sitka (due to Phytopthera risk on Larch and marginal growing conditions for Sitka.)

Over time it may be possible to work to an idealized woodland structure to reflect existing conditions (e.g Oak 35%, Larch 5%, DF 20%, Spruce 10% SP 10%, Sycamore 10% Birch 5%. Beech 5%). In groups of pure species and in mixture with Oak as per Policy Wood model. This model is for example only and a functional one can be developed over the next 5 years to guide long term management.

Existing species to perpetuate by natural regeneration or planting: Oak, Larch, Beech, Douglas Fir, Norway Spruce, Scots Pine, Birch, Hazel, Sycamore, Holly.

Beware Sycamore and Holly as they can be invasive. Control vigorous regeneration of any one species to perpetuate the existing character of woodlands. Assist regeneration of more sensitive species (Oak) by protecting with tree shelters when seedlings found.

Tree removals should be at a rate that does not increase wind damage dramatically (difficult with such mature stands of conifer) but maintains the woodland environment. Little and often - annual visits and removals. Working from end of summer until March avoids most breeding animals but beware wet weather risks of ground and root damage and soil compaction. The winter period is better for seeing defects on hardwood crowns and stems. Felling when sap is down also preferred for hardwoods.

When planting trees - match species characteristics to the planting site (e.g. do not plant light demanders in shade of older trees ; avoid planting in the root zones of mature trees as the competition for water, nutrients and light will probably be detrimental to sapling. Avoid sharp edges near saplings (tie wraps or wire or sharp edged protectors) as they can kill young trees. Practice good Silviculture.

Remove invasive species e.g. Rhododendron / Himalayan Balsam / Giant Hemlock or other undesirables that comes in.

Reduce presence of Sycamore in the Riparian zone / slopes around the Loch but utilize it in upper woodland areas to produce timber and cover, but do not let it dominate the whole site.

Increase presence of fallen and standing **Deadwood** for biodiversity benefits to provide habitat for rare organisms. Standing deadwood only where there is no hazard created.



Leave the Wet Woodlands / Successional Woodland area as a **Natural Reserve**, limiting management activities to removal of invasive species (e.g. Hogweed and Himalayan balsam) Public use of this area is very low and should be discouraged for the benefit of wildlife.

**Zoning** – It is desirable to view the woodland in zones:

- i) High public use area: around the footpaths for increased survey input for tree hazards.
- ii) Commercial areas away from the footpaths but can generate merchantable timber.
- iii) Natural reserves (wet woodlands) which receive minimal management and where public access is discouraged

**SUMMARY ACTION PLAN – See Cashflow page 30 for associated costs**

Year	Action	Comments
2019	Selective fell diseased dying trees. Protect selected natural regen. Build Timber Transfer Point (TTP); Tree Safety surveys	Target hazardous dead dying individuals. (Cash positive activity?) Treeshelters on oak
2020	Thin out Sycamore stools favour natural regen; Control invasive species; Tree safety surveys	Control Sycamore (Sy), Holly, Bracken Treeshelters Oak
2021	Remove dead dying trees; promote natural regen; Control invasive species; Tree safety surveys	Control Sy and Holly Bracken
2022	Remove dead dying trees; promote natural regen; Control invasive species; safety surveys	Control Sy and Holly Bracken
2023	Remove dead dying trees; promote natural regen; Control invasive species; safety surveys	Control Sy and Holly Bracken

## REFERENCES:

### The Forestry Standard:

[https://www.forestry.gov.uk/pdf/FCFC001.pdf/\\$FILE/FCFC001.pdf](https://www.forestry.gov.uk/pdf/FCFC001.pdf/$FILE/FCFC001.pdf)

**FROM RPID SITE:** “**Low impact silvicultural systems** are a type of woodland management that helps to increase species and structural diversity. It normally causes less rapid change to the landscape and to the physical environment than clear felling **systems** and so can help the landowner meet multi-purpose objectives”. Mosaic of scales of cutting and regenerating.

**FROM UKWAS SITE:** “**Natural Reserves** are predominantly wooded, usually mature and intended to reach biological maturity. They are permanently identified and in locations which are of particularly high wildlife interest or potential. They are managed by minimum intervention unless alternative interventions have higher conservation or biodiversity value”.

**DEADWOOD:** Dead and decaying trees are vital components of a properly functioning forest ecosystem and play a key role in sustaining biodiversity, soil fertility and energy flows such as hydrological processes in streams and rivers. Deadwood also plays a part in mitigating the effects of climate change by acting as a medium-term sink for carbon. Historically, deadwood was systematically removed from woodlands for firewood. By contrast, in wood pastures and wooded commons, firewood was produced from pollards and this allowed old trees with internal decaying wood habitats to develop. Until the late 20th century, deadwood in managed forests was removed due to a misconception of the need to sanitise woodland to secure forest health – or simply to keep a wood looking ‘tidy’. Over time this has led to the widespread impoverishment of woodland biodiversity.

<https://www.forestry.gov.uk/england-managingdeadwood>

**POLICY WOODLANDS:** Policy type woodland is a good all-purpose small woodland with a variety of potential uses. It can be used to screen structures and public roads, provide a setting for buildings, add autumn colour to a view or manage public access. It can be combined with individual trees, hedgerow trees, avenues and roundels to create an attractive pattern of landscape features. The key features of a small policy woodland are therefore:

Can be any shape

Large crowned broadleaves and conifers should dominate

Unusual and exotic species can be accommodated

See Page 15 of FC Guide: <https://scotland.forestry.gov.uk/images/corporate/pdf/small-woodlands-on-farms.pdf>

## 2. THE AQUATIC ZONE

See appendix 2 for **Northern Ecological Services (NES)** feasibility study for restoration and management for Sanquhar Loch (2014). It is an authoritative document and is still relevant moving into 2019 and beyond. As such it is not intended to replicate what was written here but the document must be referred to when considering management of the riparian zone

The NES report describes the catchment and gives background to the Chapleton Flood Protection Scheme and presents 3 options for management of the Sanquhar Loch:

1. Do Nothing
2. Limited Dredging
3. Larger Scale Deepening

The report also covers Habitat Enhancement by creating artificial weirs in two suggested locations and removal of invasive species (which the SDRG have well in hand at time of writing).

Advice on the management proposals suggested in the report were discussed with Mr Robert Laughton Director of the Findhorn Nairn and Lossie Fisheries Trust. The Trust works alongside the SDRG volunteers to remove invasive species and who has a wealth of experience relating to the Mosset Burn and the Ponds/ Loch.

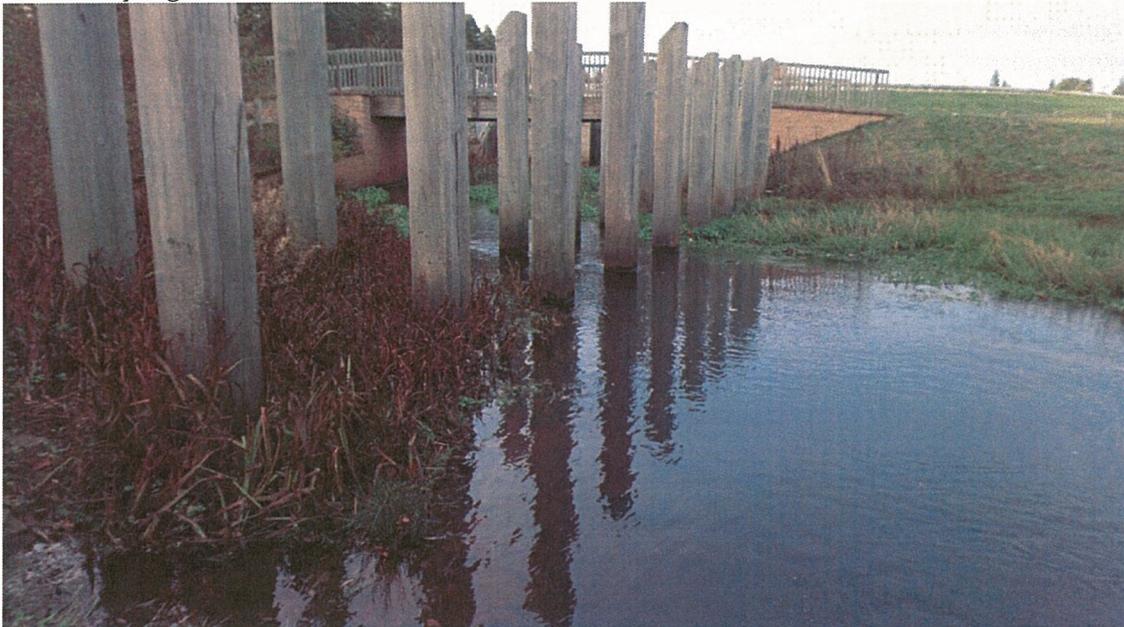
Advice was also sought from Mr Nick Hartley -Managing Director of Ebsford Environmental (dredging services) to get up to date information on prices and logistics. Both parties were consulted by Dr William Lattimer of NES in 2014.

The NES report suggests that siltation rates are likely to have reduced due to the Chapleton Dam installation and floodplain wetland creation.

The baffled crump dam effectively restricts peak flows downstream and through the Sanquhar Loch to circa 8m<sup>3</sup>/sec whereas peak flows historically could be 30m<sup>3</sup>/sec (1 : 10yr) and as high as 60m<sup>3</sup>/sec (1 : 100yr event). The existing channel capacity through the town is 10m<sup>3</sup>/s.



Silt is seen to collect above the Chapelton Dam Trash Screen and the wetlands created will undoubtedly intercept more silt during spate conditions. Therefore the NES suggestion is an entirely logical conclusion.



However there is a perception among local residents now that the siltation rates seen in the Loch may be increasing. Could this be because there are no peak flows of a magnitude to push silt through the Loch as before? Siltation rates on the Loch are potentially a key piece of information going forward. It is suggested here that this issue requires further

research before committing funds to any dredging works.



Looking at the old aerial photographs (see appendix 3) and assuming the 1905 map boundaries are accurate it appears that between the 1900 and the 1980's the water surface decreased from c.4ha down to approx. 1.5ha. Compare this to the present where open water surface appears to have reduced to circa 0.7ha. Bear in mind that the Spillway has been lowered then raised (possibly twice) in the past 60 years. Ian Ross's record of reducing the Spillway height by 3ft on behalf of the Council in 1958 would have lowered the water and possibly dried out the shallower north end, rapidly advancing the succession to wet woodland. A very crude estimate of siltation since the 80's is a loss of 50% of open water to siltation and vegetation succession. The open water area is currently measured at circa 7000 m<sup>2</sup> (0.7ha)

Note that there is a figure of £100,000 placed in the cashflow for dredging c. 2000- 2500 m<sup>3</sup> of silt -see the NES limited dredging option in appendix 2- and includes for the potential costs associated with obtaining the necessary permissions from SEPA (this is based on the conversation with Nick Hartley of Ebsford Environmental). This limited amount of dredging was proposed to keep the volume of the loch below the 10,000m<sup>3</sup> where Reservoir (Scotland) Act 2011 regulations are triggered with potential for onerous survey and reporting requirements.

During the consultations it was noted repeatedly that there is a desire within the local community to see the Loch environment preserved and at least halt the siltation and successional woodlands.

It seems that avoiding regulation based on volume criteria has been an important factor at least twice in the management of the Loch.

It should be noted by anyone working in the riparian areas and the aquatic environment that there are restrictions on certain activities to protect this environment.

SEPA has published guidance within the **Controlled Activities Regulations Guide (2011)** and within that, the **General Binding Rules (GBR's)** that must be referred to. See appendix 7.

GBRs represent a set of mandatory rules which cover specific low risk activities. Activities complying with the rules do not require an application to be made to SEPA, as compliance with a GBR is considered to be compliance with an authorisation.

[https://www.sepa.org.uk/media/34761/car\\_a\\_practical\\_guide.pdf](https://www.sepa.org.uk/media/34761/car_a_practical_guide.pdf)

The question of constructing weirs had been raised several time during consultation and is suggested within the NES report. The construction of a fish friendly weir that allows passage of spawning fish is not a simple project. In conversation with SEPA and Bob Laughton of FNL Fisheries Trust even a small construction, as for the Mossett Burn could cost £40,000. This figure appears in the cashflow as a marker for further discussion and research, as there may be cheaper alternatives which satisfy the requirements as a silt trap and which increases diversity of the river habitat.

## HOW TO ACHIEVE WHAT WE WANT- (WORKPLANS AND CASHFLOWS)

At the Economic Development and Infrastructure Services Committee (EDISC) meeting on 20/3/18 the committee recognized the excellent work done by the Sanquhar Dam Restoration Group (SDRG).

**Most of the works presented in the cashflow assume no labour cost and that much can be achieved with volunteer labour.** Certain tasks which require specialist skills (e.g. arboricultural climbing safety works or use of heavy machinery) will be bought in by employing professionals to complete the works.

The existing arrangement is that TMC has insurance in place, ***which it is assumed at present*** to cover the volunteer's activities. It is assumed that so long as SDRG are working to an agreed programme of works and have effective Risk Assessments (RA's) in place and the works are agreed with TMC, then the volunteers are covered by that insurance, (PLI? Personal Injury?). **This relationship needs to be tested with the Insurers and discussed and clarified with the SDRG.**

(Note that the Forres in Bloom group have own insurance and RA's).

There are specialist insurance companies which can supply this cover (e.g. Zurich Insurers -but others are available).

Note that the Risk Assessment process should also include an **Environmental Risk Assessment to avoid impacts upon protected species e.g. Birds, Bats, Butterflies, Badgers, Red Squirrels, Otters and fish during spawning /breeding seasons.**

Risk assessment must ensure that the Hazards are correctly identified and the risks controlled. e.g. working with power tools and machinery, felling trees, using chemicals and working in the aquatic environment - All require specialist skills and require training and competence to be done safely to protect people, property and the environment and should enable valid insurance cover to protect all involved.

The volunteers are aware of statutory restrictions and regulation surrounding certain activities. TMC will agree operational plans and assess risks and statutory compliance. E.g.

i) Felling trees generally requires felling licenses

ii) Works in the riparian and aquatic environment must be informed by SEPA: The General Binding Rules.

iii) Wildlife breeding seasons and restrictions on disturbing animals / birds are considered as part of the risk assessment process.

There does exist a risk to TMC if the volunteers are unsupervised and not adequately controlling risk - for example, at present there appears to be key individuals with qualifications and experience to use power tools and heavier machinery, if those individuals are not available during operations then the risk assessment must adapt.

A good reference site from The Conservation Volunteers (TCV – previously BTCV)

<https://www.conservationhandbooks.com/basic-safety-conservation-work/>

## SOURCES OF FUNDING / FINANCIAL CONSIDERATIONS

It is noted that SDRG are adept at accessing available funding. (e.g. Berryburn Windfarm Community Fund, Moray Towns Partnership, and local donations of materials). Due credit should be given here.

It is not intended to go into great detail on fundraising in this document as funding sources change from month to month and the SRDG are well attuned to seeking out sources of funding.

The SDRG have suggested that TMC should procure materials on their behalf to save 20% on VAT.

It has been discussed in the past about the possibility of moving the Woodlands and Ponds into the care of a Trust, as has been achieved by the Forres Community Woodlands Trust (FCWT) which owns on behalf of the local community the neighboring Sanquhar Woodlands, as well as the Muiry and Newforres Woods. In theory this option could also be used to improve the fundraising abilities of the SDRG Volunteers. There is a perception that ownership by TMC inhibits fundraising capability, as a public body that owns the area it is exempt from certain grants. However, it appears at present there is no entity able to take on the assets from TMC.

There is also the possibility of investing the cash in some form of financial vehicle to generate an annual dividend and provide a long term revenue stream. This is not discussed in any detail here but it is mentioned as an option that exists for further investigation.

### **Other potential sources of funding as example:**

1. SEPA funds (Water Restoration Fund to combat siltation effects?)

<https://www.sepa.org.uk/environment/water/water-environment-fund/>

2. SNH – Environmental advice and list of potential funding organisations
3. SRDP (but need to be a registered rural business?)
4. Challenge Funds
5. Forestry Commission Forestry Grant Schemes
6. National Lottery Funds
7. Scottish Communities Landfill Fund

# MONITORING AND PROGRESS

Any management plan requires that progress is monitored against an agreed programme of works and the information is used to keep the plan on track.

For this Plan to be effective, someone will have to take ownership of it and the process, and to take a lead in implementing the works, monitoring progress and making the adjustments that are inevitably required. It is proposed that a named person within TMC assumes this role.

SUMMARY - THE CASHFLOW AND OPERATIONS MAP



**PROJECTED CASHFLOWS AND COSTS SANQUHAR PONDS 2019 - 2023**

It is assumed here that volunteer labour is used where possible on non hazardous /specialist activities. Where activities are assessed as hazardous professional assistance will be used and will therefore attract labour costs

PRICES SHOWN BELOW ARE ESTIMATES AND ACTUALS COULD VARY SIGNIFICANTLY. USEFUL AS WORK PLANNING MARKERS.

ACTIVITY	ESTIMATE					COMMENTS					
	Year	2019	2020	2021	2022		2023				
<b>FORESTRY</b>											
<b>INCOME</b>											
Timber Income annual estimate (net of working costs)	£	1,000	£	500	£	1,000	£	500	£	1,000	Firewood and sawn wood sales
Annual investment income from Bond or fund	£	2,500	£	2,500	£	2,500	£	2,500	£	2,500	TBC?
Fund raising (Landfill fund? SEPA Water Env funds? Etc)	£	3,000	£	3,000	£	100,000	£	3,000	£	3,000	Availability of funding will vary yr on yr from who and how much - detail not possible
<b>TOTALS</b>	£	<b>6,500</b>	£	<b>6,000</b>	£	<b>103,500</b>	£	<b>6,000</b>	£	<b>6,500</b>	
<b>EXPENDITURE</b>											
Tree safety surveys, arb safety works deadwood removals	£	1,000	£	1,000	£	1,000	£	1,000	£	1,000	Annual along footpaths safety zones.
SDRG Insurance TBC											TBC
Review management Planning	£	-	£	-	£	-	£	-	£	500	5 year review - TMC will control and monitor annual works
Control invasives (mech/chem Rhodo, Hogweed), Pull H Balsalm, bamboo etc	£	250	£	250	£	250	£	250	£	250	Volunteers must be trained Power tools and chemical use or else professional input required - stump treatment and aquatic environment
Reduce slope at Kennel Cottage path	£	2,000	£	-	£	-	£	-	£	-	Assume 50m3 of aggregate required with enough fines to bind and produce suitable surface for chairs and buggies (2.2T/m3 at £12/T delivered =£1320 plus £500 m/c + haul. (No controlled waste materials used)
Plantings dressing northern pathway (Is tarmac suitable riparian material?)	£	1,000	£	-	£	-	£	-	£	-	TBC- This and slope infill may be covered by Berryburn Windfarm donations
Planting trees and shrubs	£	250	£	250	£	250	£	250	£	250	TMC could supply materials and expertise therefore nil cost?
Plant bulbs / seeding slopes to stabilise soils	£	250	£	250	£	250	£	250	£	250	TMC could supply materials and expertise therefore nil cost?
Maintain planted trees and shrubs LOCATE/ PROTECT SELECTED REGENERATION	£	250	£	250	£	250	£	250	£	250	TMC could supply materials and expertise therefore nil cost?
Safety signs at Dam	£	-	£	-	£	-	£	-	£	-	TMC supply
Ongoing maintenance of footpaths and plantings	£	100	£	100	£	100	£	100	£	100	Volunteer labour
Control of Riparian Invasives	£	200	£	200	£	200	£	200	£	200	Volunteer labour - cost of chemicals and tools
Submit Felling Licence applications	£	300	£	-	£	-	£	300	£	-	
Construct Timber Loading Area Sanquhar Drive	£	1,500	£	-	£	-	£	-	£	-	Level area spread 3 loads of 4inch clean stone plus machine to prep
<b>TOTALS</b>	£	<b>7,100</b>	£	<b>2,300</b>	£	<b>2,300</b>	£	<b>2,600</b>	£	<b>2,800</b>	
<b>AQUATIC / RIPARIAN ENVIRONMENT</b>											
Siltation Assessment and licence application for Dredging (Redo volume assessment?)	£	3,000	£	-	£	-	£	-	£	-	Geomorphologist required? SEPA will require assessment before licence dredging TBC?
Remeasure volume of Loch v's 2016? Measure?		TBC									
Bridge repair - top of Loch and small brig at fish ladder? TBC	£	1,000									
Monitor condition of concrete outflow weir	£	-	£	500					£	500	TBC how often survey required
Dredging Sanquhar Loch 25000m3	£	-	£	-	£	100,000	£	-	£	-	Maintain Loch capacity below 10,000m3
Control Invasives volunteers Mare's tails Bull Rushes etc	£	100	£	100	£	100	£	100	£	100	Chemical and manual controls - persistence required
Install Weir (TBC maybe cheaper alternatives?) (Bob Laughton pers. comms)	£	-	£	40,000							Benefit to be proven. Costs to be researched.
Open braided channels /tributaries (do whilst Dredging? TBC)	£	2,000									Hire machine to dredge channels? SEPA licence? TBC
Information and interpretation Boards around Loch	£	3,500									Cost Covered by Moray Towns Partnership Designed informative tour highlighting biodiversity and habitat benefits and historical context
Costs assoc with Reservoirs ( 2011) Regulation (if more than 10000m3 volume)											This unknown at time of writing Dec 18
Produce literature for schools study groups.	£	100	£	-	£	100	£	-	£	100	Volunteers Work with school groups? TBC
Map Mark boundary to dredge to and maintain in perpetuity	£	-	£	-	£	500	£	-	£	-	Hold the line against siltation
<b>TOTALS</b>	£	<b>9,700</b>	£	<b>40,600</b>	£	<b>100,700</b>	£	<b>100</b>	£	<b>700</b>	
<b>NET INCOME/EXP</b>	<b>-£</b>	<b>10,300</b>	<b>-£</b>	<b>36,900</b>	<b>£</b>	<b>500</b>	<b>£</b>	<b>3,300</b>	<b>£</b>	<b>3,000</b>	<b>-£ 40,400</b>
TMC supply materials and reclaim vat? Saving volunteers money?											

APPENDIX 4:  
BIODIVERSITY

ECOLOGICAL REPORT -FORRES ACADEMY -PRINCIPAL TEACHER OF BIOLOGY –  
GORDON BIRNIE (2000)

LICHENS LIST by Heather Paul

BOTANICAL RECORDS by IAN GREEN (Botanical Recorder)



An ecological survey of Sanquhar loch and adjacent woodland. A report submitted to the Forres Footpaths Trust.

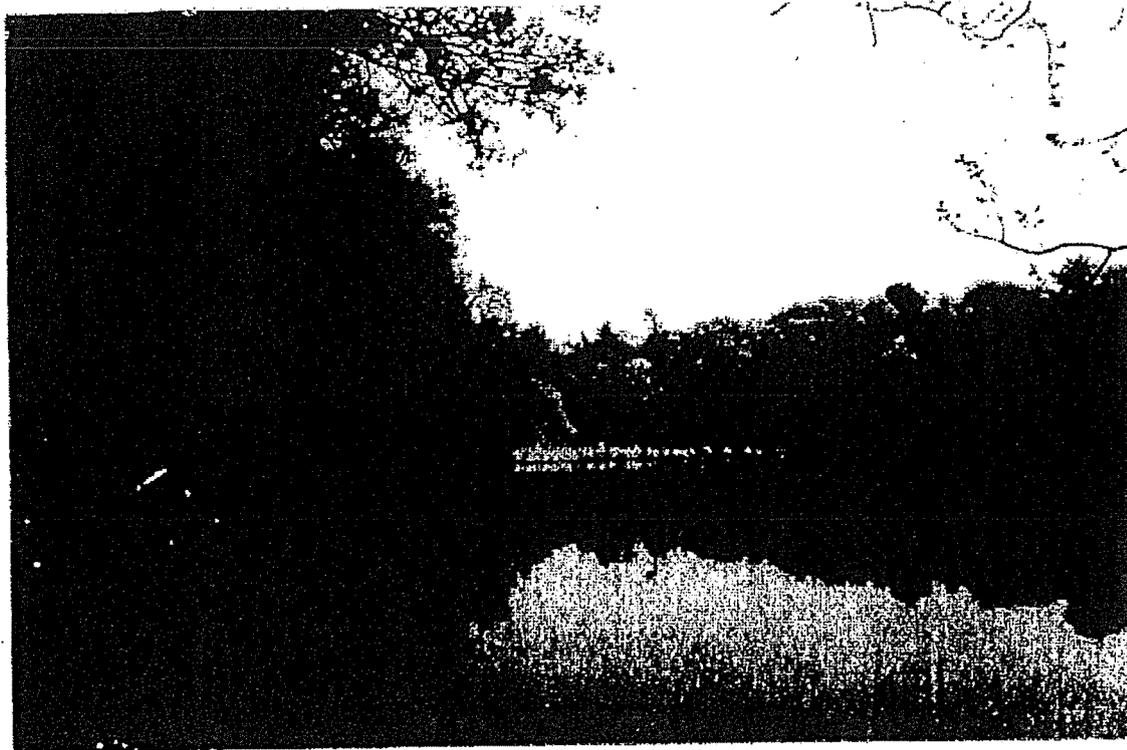


Plate 1 : A view of Sanquhar Loch

Report prepared by Gordon Birnie, BSc (Hons)  
Principal Teacher of Biology, Forres Academy.



Plate 2 : Alder in wet Woodland



Plate 3 : Alder stand in Wet Woodland on south side

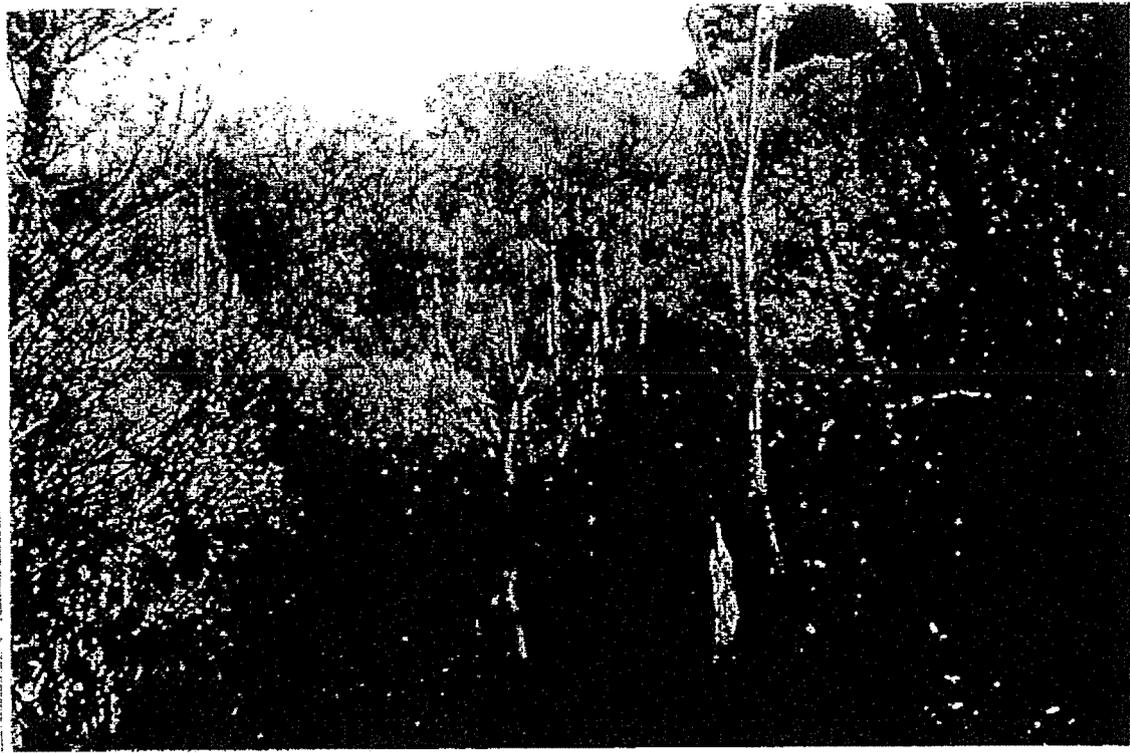


Plate 4 : Alder and Willow colonising south side of Loch

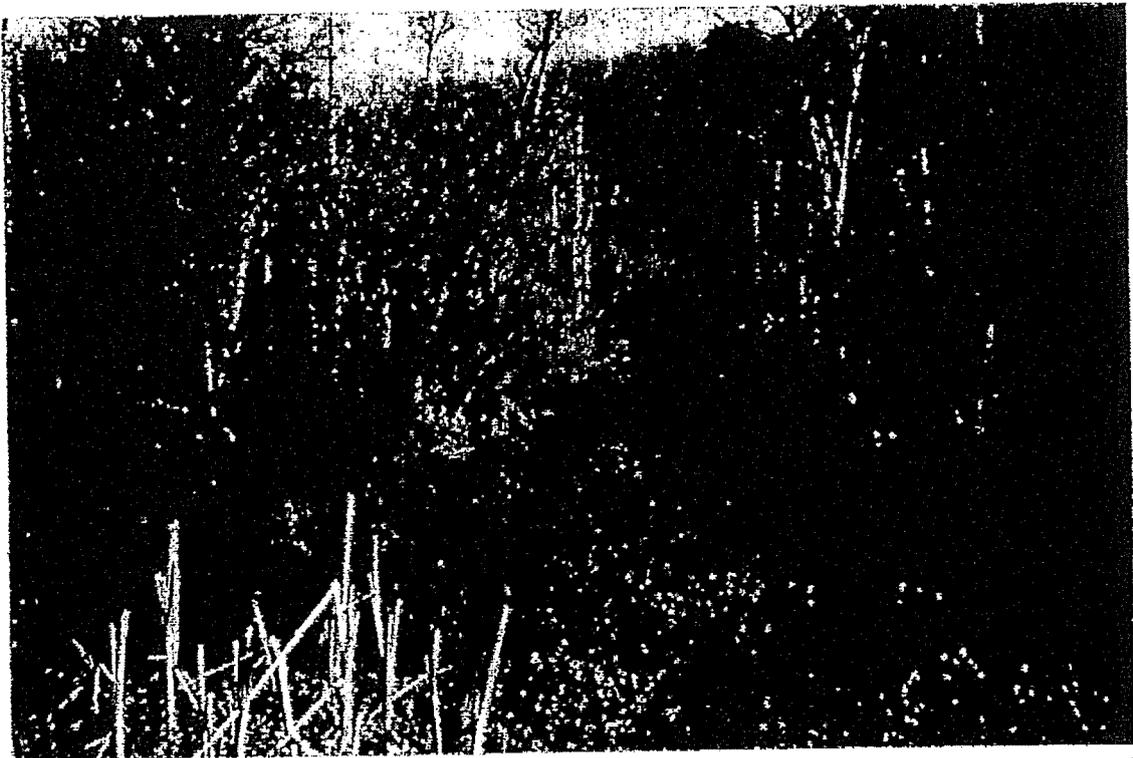


Plate 5 : "Floating vegetation" fringed by Alder and Willow at the advancing edge of wet Woodland.

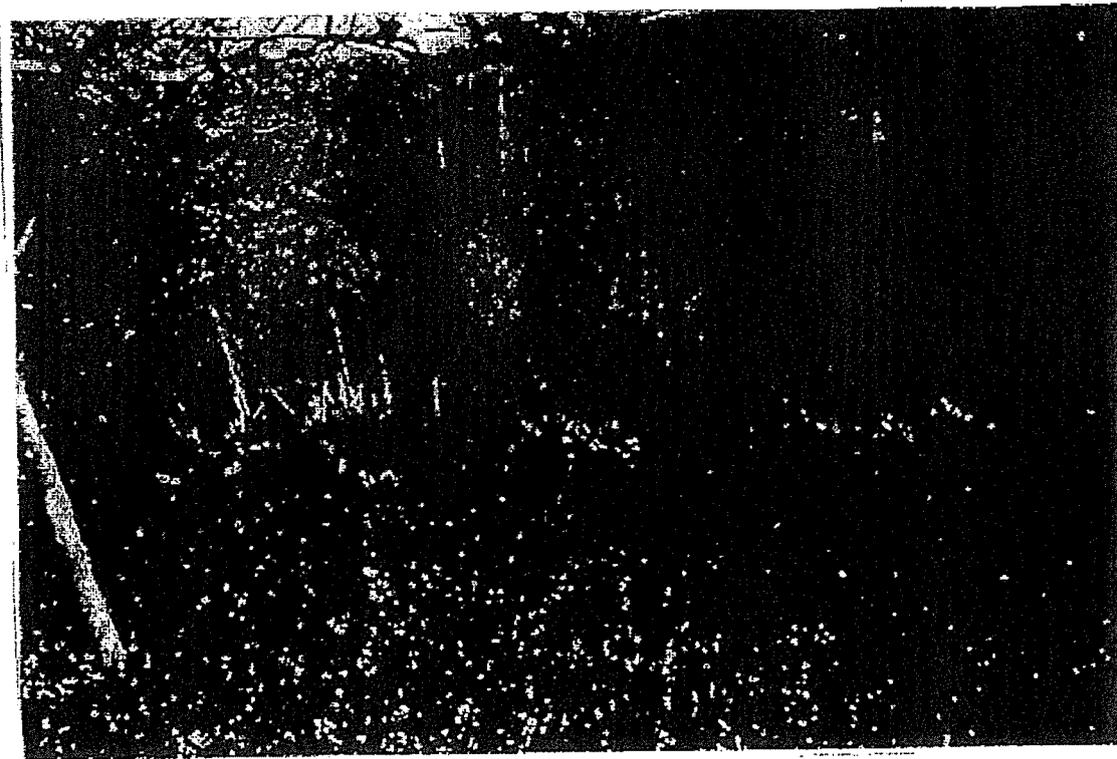


Plate 6 : Willow and Alder edging an area of wet vegetation dominated by Horsetail and large bittercress .

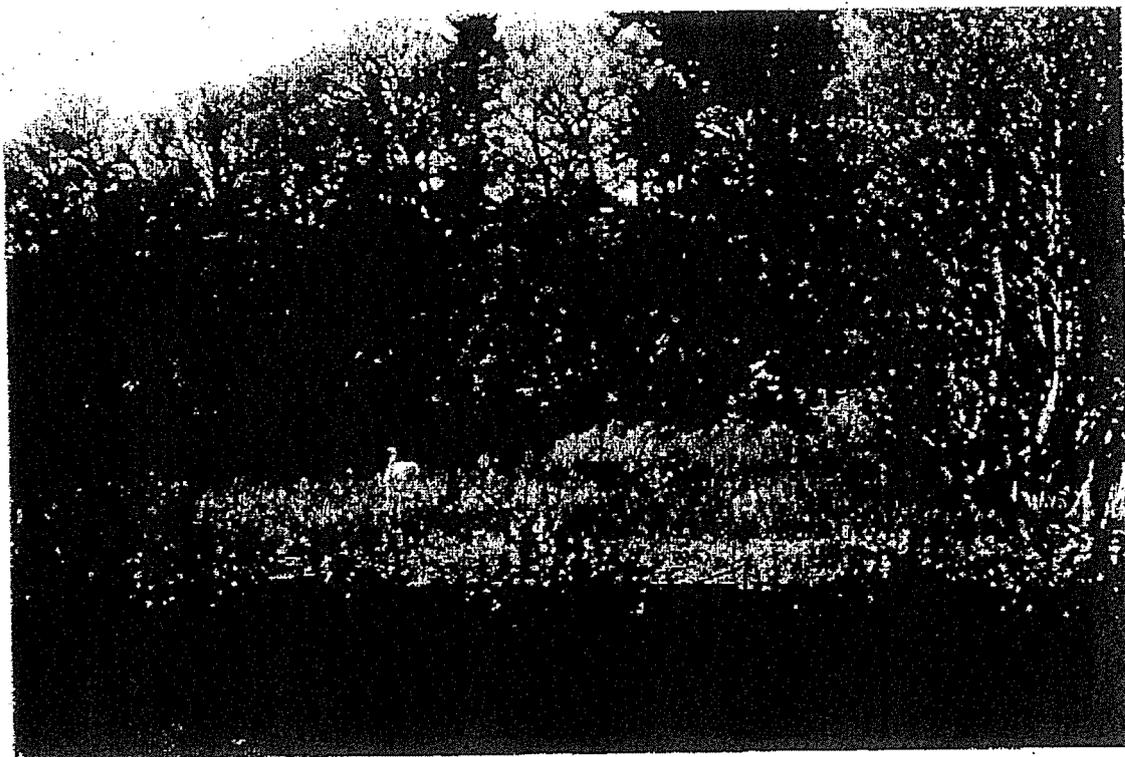


Plate 7 : Advancing spit where burn enters loch.

## CONTENTS

	Page
1 Introduction	1
2 Survey of Flora	2
3 Results from Belt Transect	3
4 Tree Survey	11
5 Survey of Freshwater Organisms	13
6 Birds of Sanquhar	17
7 Management of Sanquhar Loch Area	21

## 1 Introduction – Description of Sanquhar Loch area

- 1.1 Sanquhar Loch (GR 041581) Forres, Moray is an important local feature. The Loch is artificial having been created in a natural valley by damming the Mosset burn around the turn of last century. Being on – stream has meant that it has progressively silted up. A study of available maps suggests that this process has been most marked since 1930.
- 1.2 The loch now consists of two areas. Firstly, an area of open clean water of approximately 1000m<sup>2</sup> and secondly, an area of wet woodland of approximately 2000m<sup>2</sup>. This has developed at the head end of the loch, to the northeast, and is still subject to periodic flooding. Over the years the silted area has become colonised by vegetation and a carr woodland, dominated by Alder and Willow, has developed. This succession has resulted in a valuable wetland habitat.
- 1.3 Sanquhar Loch is situated in an area surrounded by mixed woodland. Nearby is a 1000 pupil secondary school, playing fields and low density housing. A network of paths around the loch, and in the immediate hinterland, provides walks for a whole cross-section of the population. In addition it is the focus for a range of other activities including fishing for trout, exercising dogs, cycling, birdwatching or just relaxing on the seats provided near the edge of the loch. It is also used by senior pupils from Forres Academy for ecological surveys and research projects.
- 1.4 Loss of the loch, as will undoubtedly happen in the near future, since probably half of it, particularly on its eastern side, is now under 1m in depth, would be a tragic loss, not only for wildlife, but also as a public amenity. Any future management must involve maintaining the loch, controlling future sedimentation and managing the wetland area wisely.

## 2 A Survey of the Flora in the wetland area.

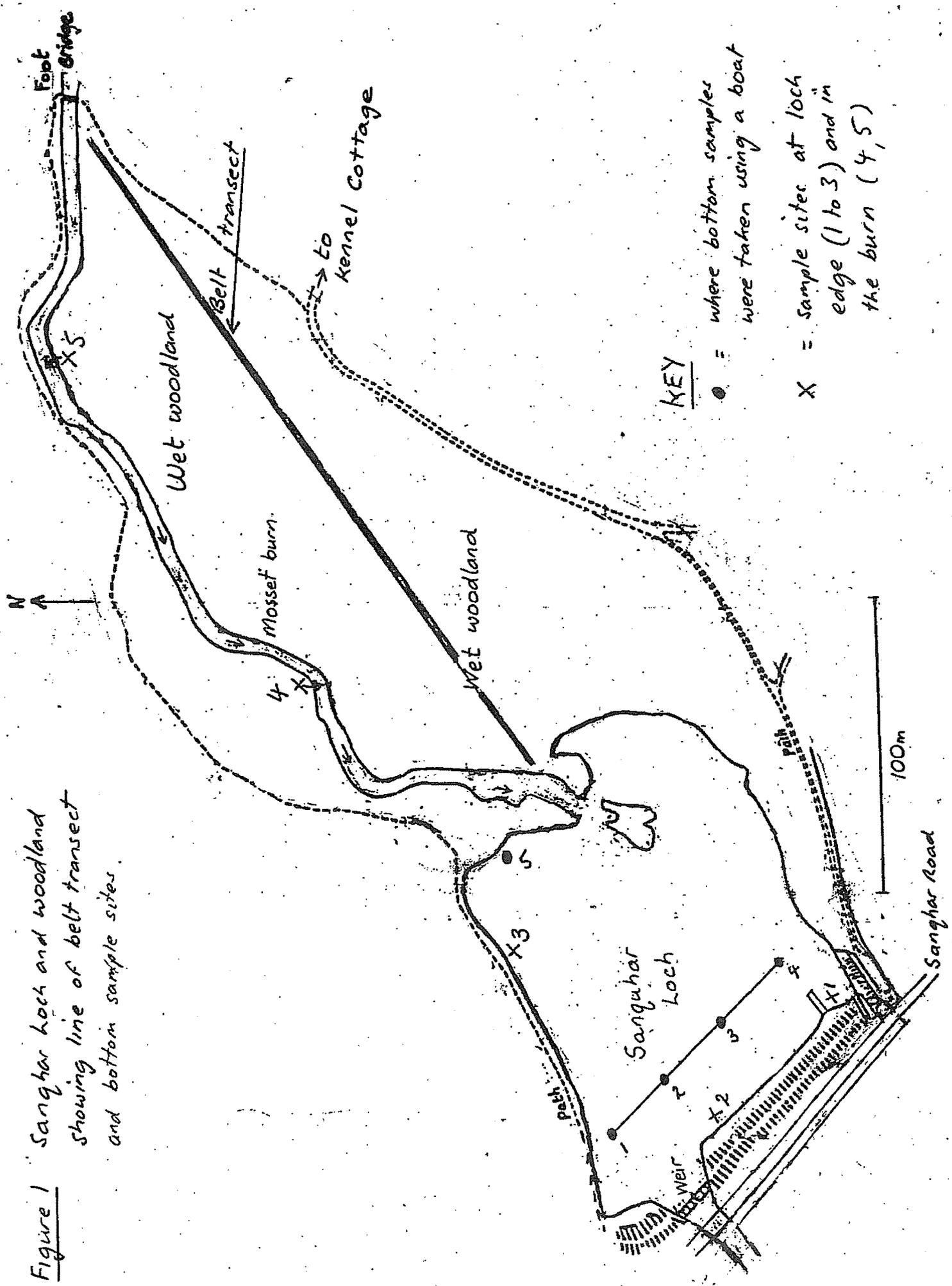
### 2.1 Woodland walk survey (5.5.2000)

As a preliminary to the main study a woodland walk from the footpath to the waters edge, where the burn enters the loch, was undertaken. This was to determine a possible route for a belt transect. En route the number of species seen were recorded. All plant types, except lichens, were noted. As straight a line as was practical was followed. However some short detours had to be made either because of dense vegetation or soft wet ground. 32 species were discovered.

### 2.2 An interrupted belt transect (8.5.2000)

A belt transect was taken along a line shown in figure 1. At irregular intervals a  $\frac{1}{4}$  m<sup>2</sup> quadrat was placed and the density of plant cover recorded. The Domin scale was used to measure abundance. This procedure is used in the British National Vegetation Classification Programme. In addition any species occurring nearby, but not in the quadrat, were recorded. This data was used to prepare a species list for the habitat. It is inevitable that some species in the woodland will have been missed. Because of the nature of the topography certain sections are difficult to survey accurately. Lichens and ferns were not surveyed.

Figure 1 Sanghar loch and woodland  
 showing line of belt transect  
 and bottom sample sites.



KEY

- = where bottom samples were taken using a boat
- X = sample sites at loch edge (1 to 3) and in the burn (4, 5)

### 3 Results from the belt transect

#### 3.1 Species list

Species arranged in order of being found.

1. <i>Pentaglottis sempervirens</i>	Green Alkanet	Boraginaceae
2. <i>Urtica dioica</i>	Nettle	Urticaceae
3. <i>Aegopodium podagraria</i>	Ground Elder	Umbelliferae
4. <i>Ranunculus ficaria</i>	Lesser Celandine	Ranunculaceae
5. <i>Galium odoratum</i>	Woodruff	Rubiaceae
6. <i>Ranunculus repens</i>	Creeping Buttercup	Ranunculaceae
7. <i>Stellaria holostea</i>	Greater Stichwort	Caryophyllaceae
8. <i>Conopodium majus</i>	Pignut	Umbelliferae
9. <i>Anemone nemorosa</i>	Wood Anemone	Ranunculaceae
10. <i>Petasites hybridus</i>	Butterbur	Compositae
11. <i>Ribes rubrum</i>	Red Currant	Grossulariaceae
12. <i>Allaria petiolata</i>	Garlic Mustard	Cruciferae
13. <i>Impatiens glandulifera</i>	Himalayan Balsam	Balsaminaceae
14. <i>Luzula sylvatica</i>	Great Woodrush	Juncaceae
15. <i>Endymion non-scriptus</i>	Bluebell	Liliaceae
16. <i>Alnus glutinosa</i>	Alder	Betulaceae
17. <i>Prunus padus</i>	Bird Cherry	Rosaceae
18. <i>Symphytum officinale</i>	Tuberous Comfrey	Boraginaceae
19. <i>Rumex obtusifolius</i>	Broadleaved Dock	Polygonaceae
20. <i>Mercurialis perennis</i>	Dog's mercury	Euphorbiaceae
21. <i>Allium ursinum</i>	Ramson's	Liliaceae
22. <i>Taxus baccata</i>	Yew	Taxaceae
23. <i>Pseudotsuga menziesii</i>	Douglas Fir	Pinaceae
24. <i>Rhododendron ponticum</i>	Rhododendron	Ericaceae
25. <i>Prunus laurocerasus</i>	Cherry Laurel	Rosaceae
26. <i>Cardamine amara</i>	Large Bittercress	Cruciferae
27. <i>Oxalis acetosella</i>	Wood-sorrel	Oxalidaceae
28. <i>Senecio jacobaea</i>	Ragwort	Compositae
29. <i>Ajuga reptans</i>	Bugle	Labiatae
30. <i>Glechoma hederacea</i>	Ground Ivy	Labiatae
31. <i>Myosotis scorpioides</i>	Water forgetmenot	Boraginaceae
32. <i>Euphorbia amygdaloides</i>	Wood spurge	Euphorbiaceae
33. <i>Betula pendula</i>	Silver Birch	Betuceae
34. <i>Sambucus nigra</i>	Elder	Caprifoliaceae
35. <i>Galium aparine</i>	Common Cleavers	Rubiaceae
36. <i>Taraxacum sp.</i>	Dandelion	Compositae
37. <i>Mentha aquatica</i>	Water Mint	Labiatae
38. <i>Caltha palustris</i>	Marsh Marigold	Ranunculaceae
39. <i>Equisetum fluviatile</i>	Water Horsetail	Equisetaceae
40. <i>Juncus effusus</i>	Soft Rush	Juncaceae
41. <i>Iris pseudacorus</i>	Yellow Iris	Iridaceae
42. <i>Typha latifolia</i>	Reedmace	Typhaceae
43. <i>Carex rostrata</i>	Bottle Sedge	Cyperaceae
44. <i>Salix viminalis</i>	Osier	Salicaceae
45. <i>Salix caprea</i>	Goat Willow	Salicaceae

3.2 The following 7 species were also found in the locality by Tom Finnemore of Scottish Wildlife Trust on 28.05.1999. His sampling area was slightly larger and took in land adjacent to the wetland area.

1. *Veronica beccabunga* Brooklime Scrophulariaceae
2. *Anthriscus sylvestris* Cow parsley Umbelliferae
3. *Heracleum mantegazzianum* Giant hogweed umbelliferae
4. *Lycopus europaeus* Gipsywort Labiatae
5. *Stachys sylvatica* Hedge Woundwort Labiatae
6. *Geranium robertianum* Herb Robert Geraniaceae

Sampling from a boat on the 12.05.00 revealed patches of the Small Pondweed *Potamogeton berchtoldii*. This appeared to favour shallow, sandy areas.

3.3 The present survey together with that done by the Scottish Wildlife Trust has revealed 52 species. Although the wetland covers a relatively small area it has developed naturally and it contains few non-native species

3.4 The colonisation of the area by certain species, for example Himalyan Balsam, Rhododendrum, Laurel and Giant Hogweed, would have to be monitored and if necessary their spread curtailed.

3.5 The variety of species is high and it represents an important habitat, which is of local importance. Nationally such areas have diminished due to changes in agricultural practice and drainage schemes.

### 3.6 Rarity of species

A check through the flora of Moray (Webster 1978) reveals that no rare plants have been discovered in this survey. Most are common or abundant in their respective habitats throughout Moray. The recording history of some plant species is also given and there are records relating to plants found at Sanquhar House and pond. Over the years various plant collections have been made in the Forres area and some of the specimens are lodged in the Falconer Museum in Forres. The herbarium of Dr John Innes (1815-81) is particularly notable. Webster records the following species from the Sanquhar area:

1. Lesser Celandine *Ranunculus ficaria* 1856
2. Reedmace *Typha latifolia* 1954
3. Water forgetmenot *Myosotis scorpiodes* 1961
4. Ramson's *Allium ursinum* This was listed as occasional in 1969.
5. Large Bittercress *Cardamine amara* This was listed as occurring on the banks of the Mosset burn in 1954. The exact position is not specified.

### 3.7 A comparison with the flora from Kennels wood.

The flora of Kennels wood was surveyed in July 1990 by Tom Finnemore and additions have been made by pupils and staff from Forres Academy (see

Woodland Journal volume 1 January 1993, Forres Academy. Unpublished). 45 species have been found. The majority of these are characteristic of deciduous woodland developing on a well drained acidic soil, ranging from pH 4.5 to pH 6, which is generally shallow and of low fertility. Only 11 species are shared.

These are:

- |                     |                              |
|---------------------|------------------------------|
| 1. Greater Woodrush | <i>Luzula sylvatica</i>      |
| 2. Wood sorrel      | <i>Oxalis acetosella</i>     |
| 3. Wood anemone     | <i>Anemone nemorosa</i>      |
| 4. Pignut           | <i>Conopodium majus</i>      |
| 5. Bluebell         | <i>Endymion non-scriptus</i> |
| 6. Broadleaved Dock | <i>Rumex obtusifolius</i>    |
| 7. Nettle           | <i>Urtica dioica</i>         |
| 8. Comfrey          | <i>Symphytum officinale</i>  |
| 9. Sweet Woodruff   | <i>Galium odoratum</i>       |
| 10. Bugle           | <i>Ajuga reptans</i>         |
| 11. Dog's mercury   | <i>Mercurialis perennis</i>  |

Kennels Wood immediately borders the western side of the Loch. It is logical to expect plants from here to spread into the carr woodland, particularly when the soil dries out. Woodrush, Wood sorrel, Wood Anemone, Pignut, Bluebell, Comfrey and Sweet Woodruff probably took this route. More aquatic species such as Marsh Marigold, Water Horsetail, Bottle Sedge, Reedmace and Iris may have been carried down the Mosset Burn.

3.8 Distribution and density of the species along the belt transect.

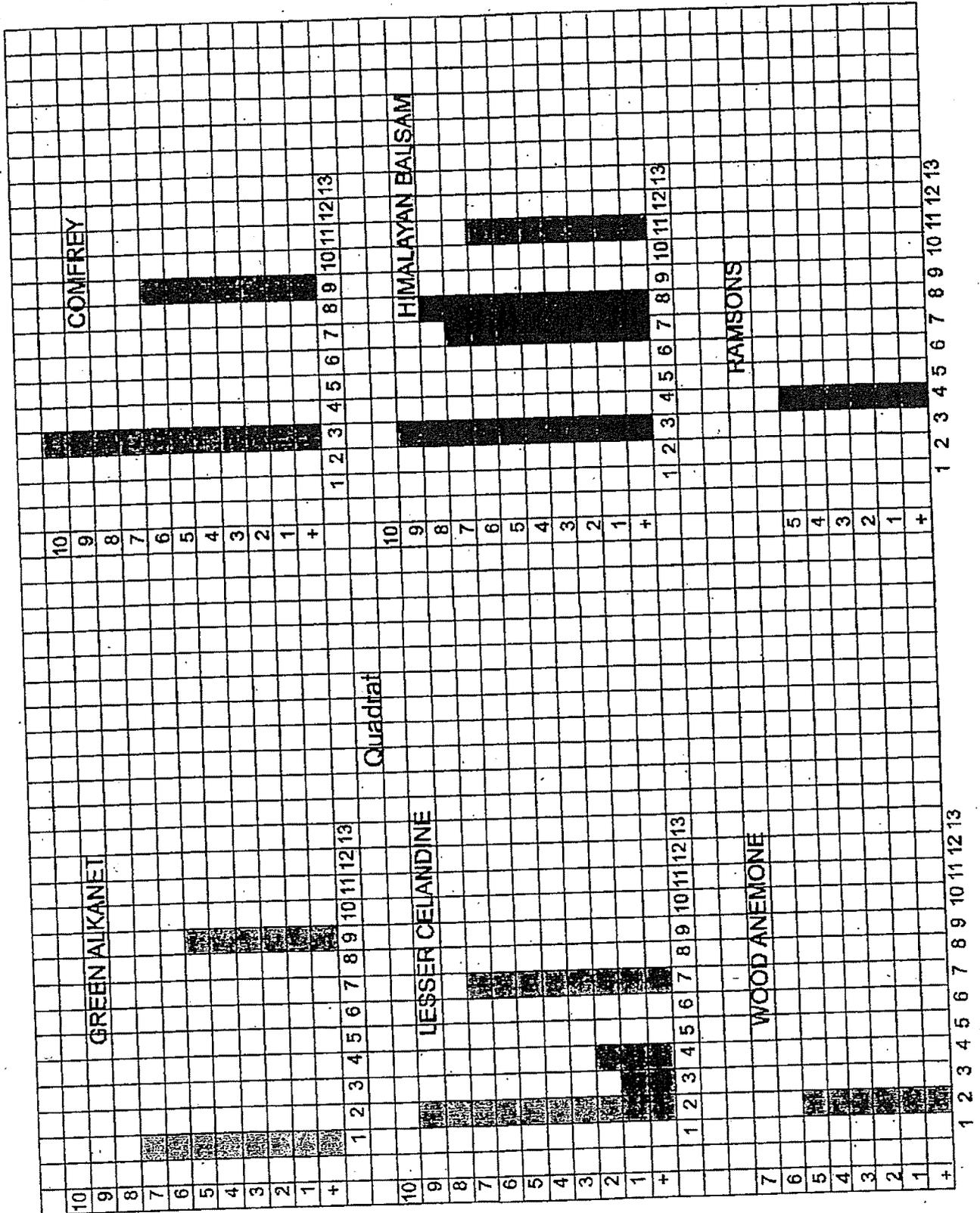
TABLE 1 THE SPECIES RECORDED TOGETHER WITH THEIR DENSITY (DOMAIN SCALE).

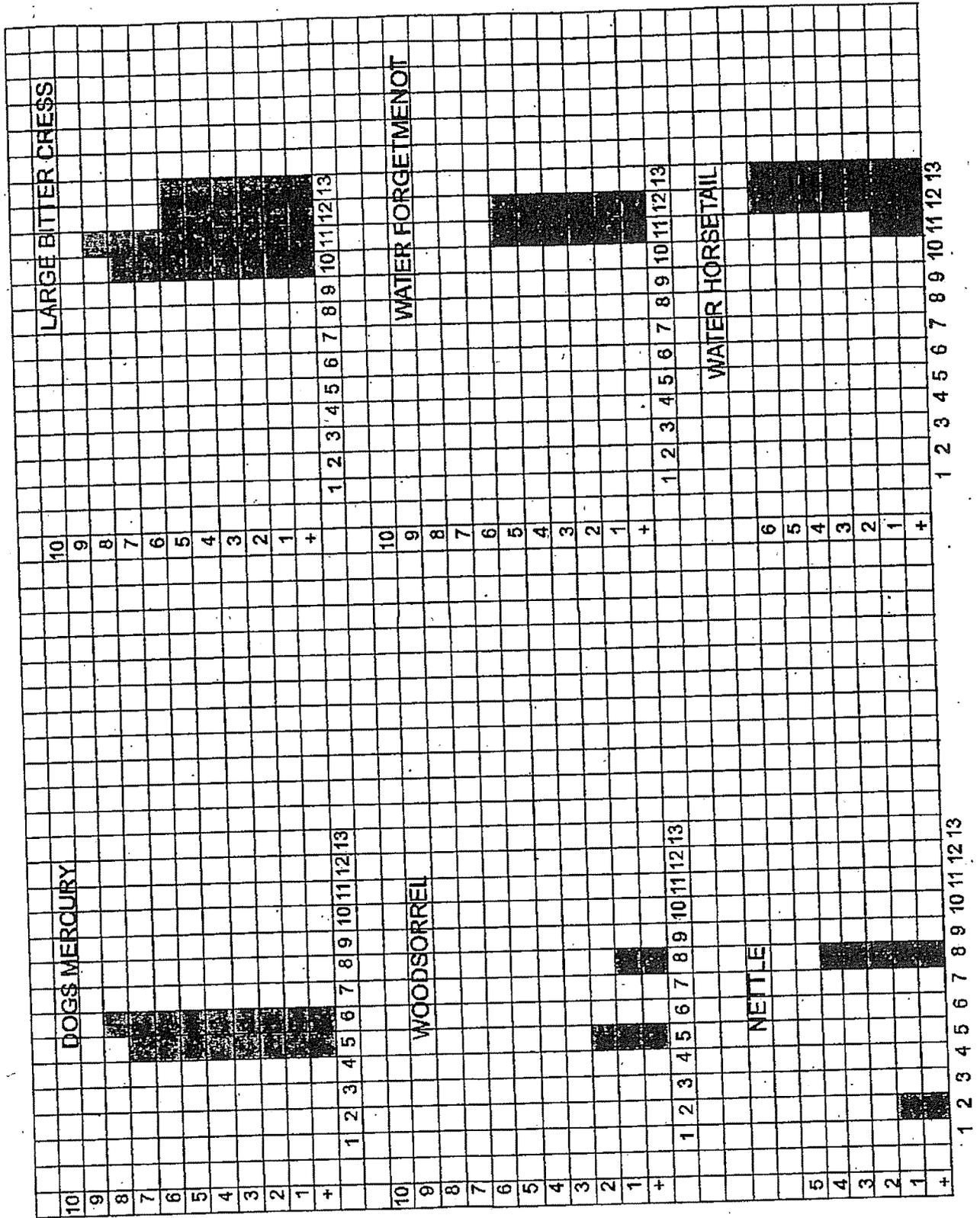
QUADRAT	SPECIES	COVER
1	GREEN ALKANET	7
	LESSER CELANDINE	5
	NETTLE	1
	GROUND ELDER	1
	WOODRUFF	+
2	LESSER CELANDINE	9
	WOOD ANEMONE	5
3	COMFREY	10
	LESSER CELANDINE	1
	GROUND ELDER	+
4	HIMALAYAN BALSAM	9
	RAMSON'S	5
	LESSER CELADINE	2
	GARLIC MUSTARD	1
5	DOGS MERCURY	7
	WOOD SORREL	3
6	DOG'S MERCURY	8
7	LESSER CELANDINE	77
	HIMALAYAN BALSAM	
8	HIMALAYAN BALSAM	8
	NETTLE	4
	COMMON CLEAVERS	4
	WOOD SORREL	1
9	WOOD SPURGE	6
	COMFREY	6
	GREEN ALKANET	5
	GRASS SP.	4
	BUTTERBUR	+
10	LARGE BITTERCRESS	7
	GRASS SP.	6
11	LARGE BITTERCRESS WATER	8
	FORGET-ME-NOT	5
	HIMALAYAN BALSAM	5
	WATER HORSETAIL	1
12	WATER FORGET-ME-NOT	5
	WATER HORSETAIL	6
	CREEPING BUTTERCUP	5
	LARGE BITTERCRESS	5
	WATERMINT	2
13	WATER HORSETAIL	7
	LARGE BITTERCRESS	6
	CREEPING BUTTERCUP	3
	YELLOW IRIS	1
	REEDMACE	1
	BOTTLE SEDGE	1

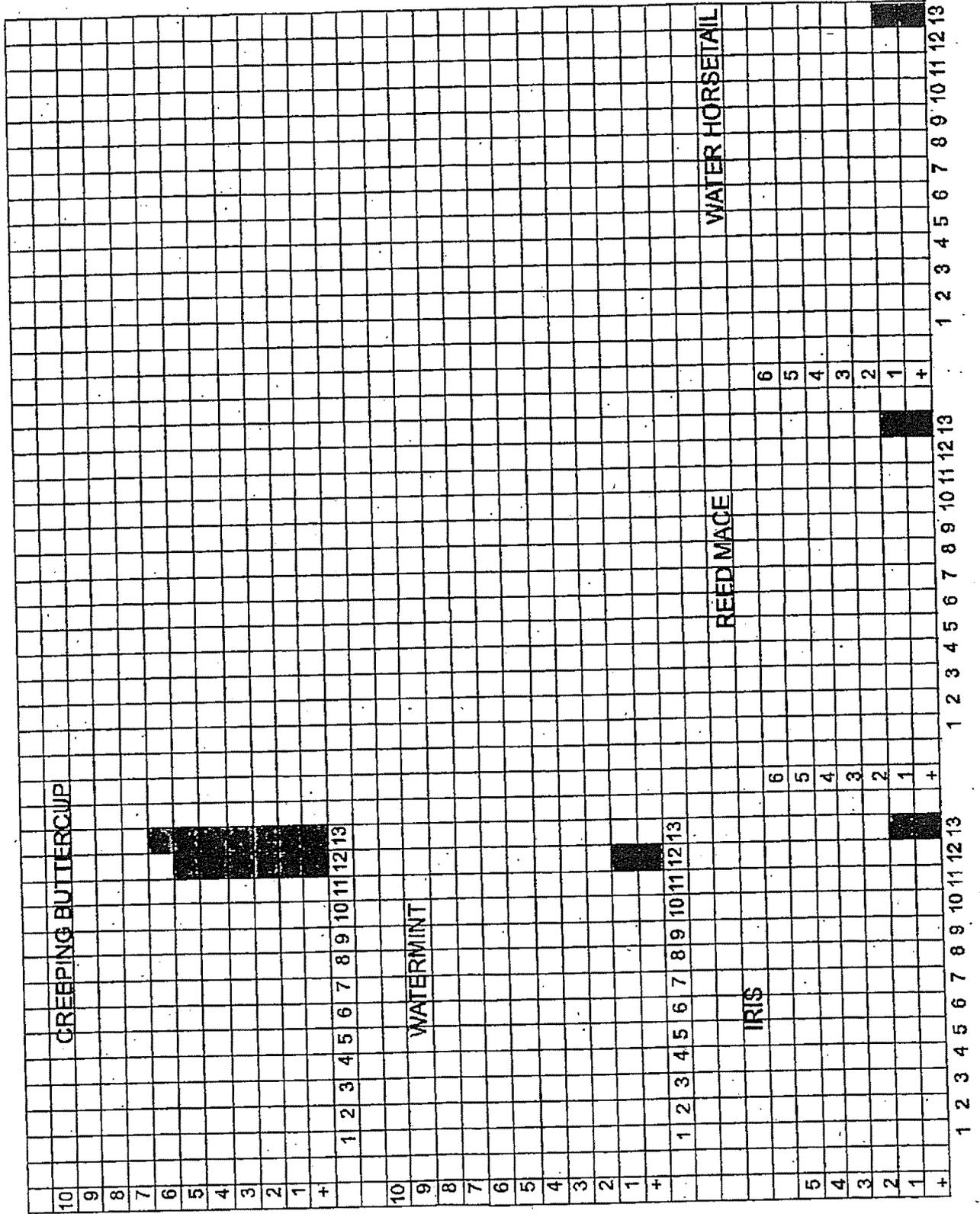
3.9 Analysis of the data

The data in table 1 is shown in Figure 2

Distribution and density of major species along belt transect







3.10 The bar charts in figure 2 reflect the transition from more solid ground, to the NE near the footbridge, to the increasingly wet conditions as one approaches the water's edge. By quadrat 11 the substrate was mud. At 12 the mud vibrated when walked on and by 13 the vegetation was clearly floating. Truly aquatic species were therefore found from quadrat 10 onwards. This area was dominated by Bittercress, Water forget-me-not, Water Horsetail and Bottle Sedge. Creeping Buttercup was also extensive and there were pockets of Reed Mace and Iris. These species, together with the invasive Himalyan Balsam, are likely to spread as the loch becomes shallower. Likewise species recorded in quadrats 1 to 9 will colonise areas that gradually become firmer and drier.

### 3.11 Value of Flora to Wildlife

In any ecosystem plants are the producer organisms. Without the food that they provide no animal life could exist. Their role is also illustrated by the following species, which are associated with this study. Flowering plants attract many insects. In the wet woodland the orange-tip butterfly (*Anthocharis cardamines*) was common. It was seen visiting the flowers of the Large Bittercress. Crucifers are a food plant also for its larvae. The Reedmace provides cover and a vertical surface for the larvae of Dragonflies to perform their final ecdysis. The Yellow Iris also provides cover for many invertebrates.

Certain plants are valuable for food. The seeds from horsetail and aquatic buttercups are eaten by Mallard and Teal ducks. The leaf and stem of the buttercup is also eaten by Wigeon and the whole plant is a good habitat for invertebrates and amphibians such as newts.

3.12 Any future enlargement of the loch would need to leave areas of vegetation representative of the habitat. Providing such nuclei were not too small, a stock of existing species would be maintained with the potential to colonise.

#### 4 Tree Survey

4.1 The original intention was to make a vegetation map. However this proved to very difficult since access to many parts of the carr woodland was dangerous due to the soft mud. However the species present and their approximate position was recorded on a sketch map. See Figure 3.

The following species were recorded:

1	Yew	<i>Taxus baccata</i>
2	Douglas Fir	<i>Pseudotsuga taxifolia</i>
3	Scots Pine	<i>Pinus sylvestris</i>
4	Goat Willow	<i>Salix caprea</i>
5	Common Osier	<i>Salix viminalis</i>
6	Silver Birch	<i>Betula pendula</i>
7	Common Alder	<i>Alnus glutinosa</i>
8	Hazel	<i>Corylus avellana</i>
9	Oak	<i>Quercus robur</i>
10	Red Currant	<i>Ribes rubrum</i>
11	Rowan	<i>Sorbus aucuparia</i>
12	Blackthorn	<i>Prunus spinosa</i>
13	Bird Cherry	<i>Prunus padus</i>
14	Holly	<i>Ilex aquifolium</i>
15	Sycamore	<i>Acer pseudoplatanus</i>
16	Ash	<i>Fraxinus excelsior</i>
17	Common Elder	<i>Sambucus nigra</i>
18	Laurel	<i>Prunus laurocerasus</i>
19	Rhododendron	<i>Rhododendron ponticum</i>

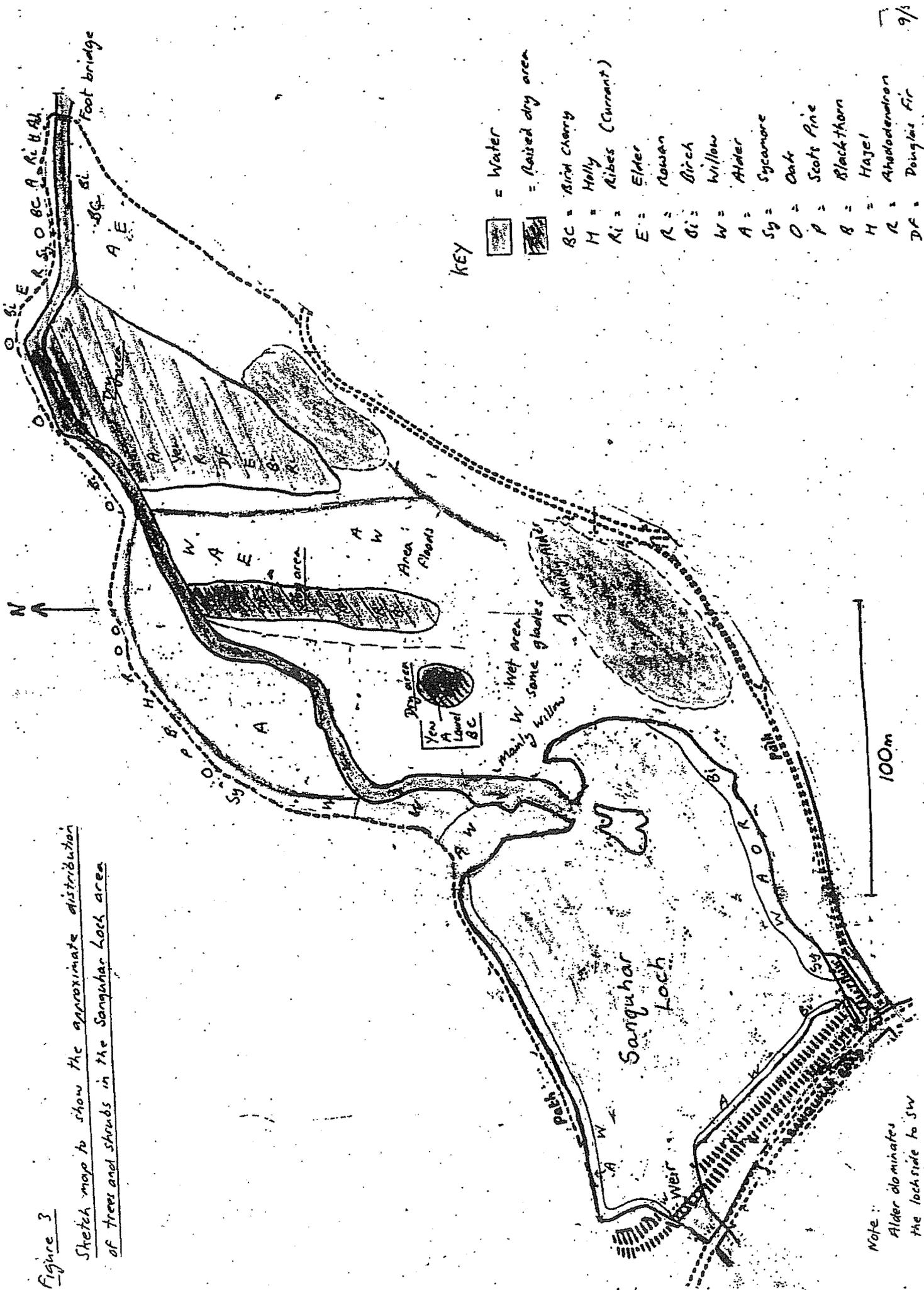
4.2 The area is dominated by Alder and Willow sp. Alder is found mainly along the edges of the loch, close to the burn as one moves NE and is particularly extensive on the SE side, where a fine stand has developed. During flooding the burn bursts its banks and follows a natural path southwards cutting across the middle of the woodland and then spreading out along the southern boundary of the study area. Consequently a lot of wet ground and standing water is present. The central area is covered in fine silt and to the west of this is an extensive area of willow shrub. Some open glades are found here, which provide a sheltered area for insects such as butterflies

4.3 Three raised areas are present. These have been colonised by Yew, Rhododendron, Laurel, Elder and Red Currant. Douglas Fir has also reached a considerable size on these islands. A study of the 1905 OS map suggests that the western boundary of the largest "dry area" at the eastern end of the study area (see figure 3) probably marks the edge of the original loch. The middle "dry area" was probably once an island. This may be artificial since no raised area is indicated on the 1870 map when the whole area was a field. Indeed the circular first "dry area" also appears to have been a possible island.

A study of the 1905 O.S. map suggests that the western boundary of the largest "dry area" at the eastern end of the study area (see Figure 3) probably marks the

Figure 3

Sketch map to show the approximate distribution of trees and shrubs in the Sanghar Loch area



Note:  
Alder dominates the lochside to SW and N side

edge of the original loch. The middle "dry area" was probably once an island. This may be artificial since no raised area is indicated on the 1860 map when the whole area was a field. Indeed the circular first "dry area" also appears to have been a possible island.

4.4 In the future management plan consideration should be given to removing the Rhododendron and Laurel. At present they do provide cover for nesting birds such as the Mallards, and for Roe deer. However they also attract teenagers who are lighting fires and leaving litter.

4.5 Near the footbridge is an area particularly rich in the tree species. These provide an attractive feature for any visitors to the area.

#### 4.6 Value of Tree species to wildlife

Research has shown that certain species are especially important. The Alder for example has 141 species of associated invertebrate. Its seeds are eaten by Mallard. Willow sp. have also high value with over 250 associated invertebrates. Its tendency to form scrub means that it is also very useful for cover. Oak supports the greatest number of invertebrates – some 423 species have been recorded. The acorns are eaten by Mallards. Birch is associated with 334 invertebrates and its seeds are eaten by Mallard and Teal.

4.7 The variety of species and the fact that many are close to the existing path means a "tree trail" would be a valuable educational feature. In the curriculum of both primary and early secondary, pupils are expected to have studied the variety and characteristics of living things. This should also involve fieldwork in the immediate vicinity of the school (see appendix 1 which shows a section of the 5-14 Environmental Studies document, National Guidelines, The Scottish Office Education Department).

## 5 A Survey of the freshwater organisms

### 5.1 Initial samples (05/05/00)

Kick samples were taken, using a standard pond net, at three sites along the Loch's edge. Two samples were taken from the Mosset Burn (see figure 1)  
 From the samples taken it was hoped to get a representative sample of the species present and obtain a rough measure of their abundance based on impression. Identification to species level can be difficult with freshwater organisms so this was not always achieved.

### 5.2 Results of the samples

**Table 2** Depth of sample, nature of bottom and pH of water.

Sample	Depth (cm)	Substrate	pH
1	30	Black mud	6.9
2	30	Sand, gravel	7.0
3	30	Gravel	7.1
4	<30	Gravel	7.0
5	<30	Gravel, mud	7.0

The following groups of organisms were found:

1. Annelida - Oligochaeta
2. Nematoda
3. Arthropoda
  - (a) Crustacea
    - i) Ostracoda
    - ii) Copepoda *Cyclops sp.*
    - iii) Branchiopoda *Daphnia sp.*
  - (b) Insecta - Dipteran larvae and pupae  
Trichopteran larvae (caddis)
  - (c) Arachnida - Mites

**Table 3** - Organisms sampled and their relative abundance.

A = abundant      C = common      R = rare

Organism	Sample				
	1	2	3	4*	5*
Oligochaeta	R	R	-	-	-
Nematoda	R	C	-	-	-
Ostracoda	R	-	R	-	-
Cyclops sp.	R	-	-	-	-
Daphnia sp.	R	-	-	-	-
Dipteran larvae	C	C	R	R	R
Dipteran pupae	-	R	R	-	-
Caddis larvae	R	-	-	C	-
Mites	R	-	C	-	A

\* Mosset Burn

### 5.3 Previous Sampling

The CSYS class at Forres Academy carried out an investigation into the distribution of *Gammarus pulex* on the 27/09/99, 01/09/99 and 03/09/99. Controlling factors were also measured. *Gammarus* was found in the Loch area and in the burn running into the Loch. The *Gammarus* appeared to prefer slow flowing water and a substrate whose organic matter varied between 0.49% and 7.04%. The highest numbers of shrimps correlated with the highest organic matter.

*Gammarus* is present in the loch and burn but was not detected on the 05/05/00. However very heavy rainfall with flood conditions may have temporarily altered the population levels of this organism and indeed of others.

### 5.4 Further Sampling

Four bottom samples were taken from a boat, using a standard pond net, at 20m intervals and following a parallel line, again at approximately 20m, from the embankment. A fifth sample was taken at the pond edge next to the vegetation. Figure 1 shows the position of the samples.

A plankton sample was taken by towing a standard plankton net at constant speed across the loch and back again. The line taken was similar to that followed when bottom sampling.

### 5.5 Results of Sampling

**Table 4** Depth of sampling and nature of substrate

Sample	Depth	Substrate
1	>1m	Black, smelly mud
2	>1m	Mud
3	<1m	Sand
4	<1m	Mud
5	<1m	Oak leaves

#### Groups of Organisms found:

1. Annelida - Oligochaeta
2. Nematoda
3. Mollusca – Gastropoda *Planorbis sp.*
4. Platyhelminthes – flatworms
5. Arthropoda
  - (i) Ostracoda
  - (ii) Isopoda *Asellus aquaticus*
  - (iii) Amphipoda *Gammarus pulex*
  - (iv) Insecta
 

Plecoptera	Stone flies
Ephemoptera	Mayflies
Trichoptera	Caddis larvae
Coleoptera	Beetle larvae
Diptera	Larvae and pupae
Hemiptera	Waterboatmen
  - (v) Arachnida mites

*Corixa sp.*

**Table 5** Organisms sampled at each station and their relative abundance.

Organism	Sample				
	1	2	3	4	5
Oligochaeta	C	-	C	-	R
Nematoda	-	-	-	-	R
Planorbis sp.	-	-	-	-	-
Ostracoda	C	-	-	-	A
<i>Asellus aquaticus</i>	-	-	-	-	R
<i>Gammarus pulex</i>	-	-	A	-	R
Stonefly nymphs	-	-	-	-	R
Mayfly nymphs	-	-	-	-	R
Caddis larvae	-	-	C	-	A
Beetle larvae	-	-	-	-	R
Dipteran larvae	A	A	A	A	C
Dipteran pupae	-	-	-	-	C
Waterboatmen	-	-	-	-	R
Mites	-	-	R	-	C*
Flatworm	-	-	R	-	-

A = abundant      C = common      R = rare  
 \* = *Limnesia sp.*

5.6 Although small trout are commonly seen jumping in the loch their food supply seems to be scant, since the bottom fauna does not appear to be particularly rich. Tiny pickings would be provided by the Dipteran larvae, which certainly are abundant, especially in the muddy areas. A greater diversity of fauna is found on the sandier parts of the loch. However the richest fauna is associated with the edge of the vegetation (sample 5). Thirteen types of organism were recorded. Various species of caddis were abundant, while very large numbers of water slater were present. This is a species commonly associated with an abundance of organic matter. Oak leaves from the nearby trees being a regular source especially in the autumn. The presence of Stonefly and Mayfly nymphs indicates good quality water.

5.7 Results of plankton sampling

**Table 6**

Group	Number of Species	Notes
Algae	3	Desmid, Chlamydomonas sp Filamentous algae
Protozoa	1	Colonial protozoan
Diatom	1	
Arthropoda	1	Ostracod
Crustacea	1	Copepod

5.8. Bearing in mind the limitations of the sampling procedure the loch appears to poor in species. However this is largely to be expected since it is a moving system and it is a relatively shallow body of water. It is also early in the season. More extensive sampling, on a monthly basis, would produce a better evaluation. Additional information about the nutrient status would also be an essential part of the jigsaw.

**5.9 Management Implications**

Any disturbance to the pond is likely to have only a short term affect.  
Recolonisation from insects whose larval stages are aquatic and by invaders  
From the burn would soon take place

## 6 Birds of Sanquhar

6.1 During the study a record of birds was made. This only represented a snapshot of the avian fauna. Fortunately a local bird enthusiast has kept records for the last ten years (see "A personal account of the birds of Sanquhar pond and surrounding area 1990-1998" with supplement for 1999 by Allan J. Lawrence. This report is unpublished and is in the hands of the Forres footpaths trust. Note central records for Moray and Nairn are kept by Martin Cook)

### 6.2 A list of bird Species

1. Little Grebe	<i>Tachybaptus ruficollis</i>
2. Cormorant	<i>Phalacrocorax carbo</i>
3. Grey Heron	<i>Ardea cinerea</i>
4. Mute Swan	<i>Cygnus olor</i>
5. Whooper Swan	<i>Cygnus cygnus</i>
6. Wigeon	<i>Anas penelope</i>
7. Gadwall	<i>Anas strepera</i>
8. Teal	<i>Anas crecca</i>
9. Mallard	<i>Anas platyrhynchos</i>
10. Pochard	<i>Aythya ferina</i>
11. Tufted duck	<i>Aythya fuligula</i>
12. Goldeneye	<i>Bucephala clangula</i>
13. Red-breasted Merganser	<i>Mergus serrator</i>
14. Goosander	<i>Mergus merganser</i>
15. Sparrowhawk	<i>Accipiter nisus</i>
16. Buzzard	<i>Buteo buteo</i>
17. Kestrel	<i>Falco tinnunculus</i>
18. Pheasant	<i>Phasianus colchicus</i>
19. Moorhen	<i>Gallinula chloropus</i>
20. Oystercatcher	<i>Haematopus ostralegus</i>
21. Woodcock	<i>Scolopax rusticola</i>
22. Common sandpiper	<i>Actitis hypoleucos</i>
23. Black-headed gull	<i>Larus ridibundus</i>
24. Common gull	<i>Larus canus</i>
25. Herring gull	<i>Larus argentatus</i>
26. Woodpigeon	<i>Columba palumbus</i>
27. Tawny Owl	<i>Strix aluco</i>
28. Swift	<i>Apus apus</i>
29. Swallow	<i>Hirundo rustica</i>
30. House martin	<i>Delichon urbica</i>
31. Sand martin	<i>Riparia riparia</i>
32. Great spotted woodpecker	<i>Dendrocopos major</i>
33. Grey Wagtail	<i>Motacilla cinerea</i>
34. Pied Wagtail	<i>Motacilla alba</i>
35. Dipper	<i>Cinclus cinclus</i>
36. Wren	<i>Troglodytes troglodytes</i>
37. Dunnock	<i>Prunella modularis</i>
38. Robin	<i>Erithacus rubecula</i>
39. Blackbird	<i>Turdus merula</i>

40. Song Thrush	<i>Turdus philomelos</i>
41. Fieldfare	<i>Turdus pilaris</i>
42. Redwing	<i>Turdus iliacus</i>
43. Mistle Thrush	<i>Turdus viscivorus</i>
44. Whitethroat	<i>Sylvia communis</i>
45. Blackcap	<i>Sylvia atricapilla</i>
46. Wood Warbler	<i>Phylloscopus sibilatrix</i>
47. Chiffchaff	<i>Phylloscopus collybita</i>
48 Willow Warbler	<i>Phylloscopus trochilus</i>
49. Goldcrest	<i>Regulus regulus</i>
50. Spotted flycatcher	<i>Muscipapa striata</i>
51. Long-tailed tit	<i>Aegithalos caudatus</i>
52. Coal Tit	<i>Parus ater</i>
53. Blue Tit	<i>Parus caeruleus</i>
54. Great Tit	<i>Parus major</i>
55. Treecreeper	<i>Certhia familiaris</i>
56. Jackdaw	<i>Corvus monedula</i>
57. Rook	<i>Corvus frugilegus</i>
58. Carrion crow/Hooded crow	<i>Corvus corone</i>
59. Starling	<i>Sturnus vulgaris</i>
60. House sparrow	<i>Passer domesticus</i>
61. Chaffinch	<i>Fringilla coelebs</i>
62. Greenfinch	<i>Carduelis chloris</i>
63. Goldfinch	<i>Carduelis carduelis</i>
64. Siskin	<i>Carduelis spinus</i>
65. Redpoll	<i>Carduelis flammea</i>
66. Crossbill	(species not identified)
67. Bullfinch	<i>Pyrrhula pyrrhula</i>
68. Yellowhammer	<i>Emberiza citrinella</i>
69. Reed Bunting	<i>Emberiza schoeniclus</i>

6.3 A review of the bird records for Moray and Nairn (Cook 1992) shows that 67 of the species recorded at Sanquhar are to be expected in the type of habitat being considered. Two however stand out. The Gadwell recorded on the loch on 22/08/91 and the Wood Warbler, seen on the southside of the loch from the 11<sup>th</sup> to 29<sup>th</sup> May 1997 are listed as being scarce and rare respectively.

What is impressive is the variety of bird species that visit the area. An analysis (see table 7) of Mr Lawrence's records shows that many are visitors staying for varying lengths of time. This is often associated with local seasonal changes or a staging post during migration. Many birds are resident and presumably breeding in the locality, but more work needs to be done in order to establish the breeding density. The Mute Swan (1 pair) and Mallard breed regularly around the loch. The Dipper and Grey Wagtail also breed nearby.

### 6.4 Occurrence of bird species associated with Sanquhar Loch

Many bird species either swim in the loch e.g. Ducks, Gulls or feed at its edges e.g. Heron, Moorhen or depend on the burn e.g. Grey Wagtail, Dipper. Others fly over and collect insects e.g. Swallows and House Martins. The following table shows when various species may be seen.

**Table 7 Seasonal variation in bird species associated with Sanquhar Loch.**

	J	F	M	A	M	J	J	A	S	O	N	D
Little Grebe	✓	✓							✓	✓	✓	✓
Cormorant	✓									✓	✓	
Grey heron	✓		✓	✓	✓	✓		✓				✓
Mute Swan	✓	✓	✓	✓	✓	✓						
Whooper Swan	✓											✓
Wigeon								✓				
Gadwall								✓	✓	✓	✓	✓
Teal	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mallard	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Pochard	✓								✓	✓	✓	✓
Tufted Duck	✓	✓	✓	✓	✓	✓					✓	✓
Goldeneye	✓	✓	✓									
Red-Breasted Merganser			✓									
Goosander		✓										
Moorhen	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
Common Sandpiper				✓		✓	✓	✓	✓	✓	✓	✓
Black-Headed Gull	✓	✓	✓									✓
Common Gull	✓							✓	✓	✓	✓	
Herring Gull	✓		✓					✓	✓	✓	✓	✓
Grey Wagtail			✓	✓	✓	✓	✓	✓		✓	✓	✓
Dipper	✓	✓	✓	✓	✓	✓	✓	✓				
Swift					✓			✓				
Swallow									✓			
House Martin							✓		✓			

Despite its relatively small size the loch can attract large numbers of wildfowl during the winter months. 200 Teal were observed on 18.01.92 while 400 were seen on 29<sup>th</sup> December 1993. Mallards are usually present in considerable numbers. Around 30 is quite common but numbers as high as 200 have been seen (on 30.01.93). Black-headed gulls are also common and their numbers swell in the winter months. 116 were counted on 03.01.93. Herring Gulls are becoming more frequent visitors particularly over the last three years.

## 6.5 Management Suggestions

### Bird Studies

- An indicator board showing pictures of the common species of water bird. This could be placed on the embankment which is a good viewing point.
- A leaflet giving a species list of those birds which are likely to be seen. Spaces could be added for any birds not listed. Members of the public and school pupils could be encouraged to record species on a regular basis. They could also count those swimming on the loch. A box could be provided for return of the leaflets. Alternatively they could be sent to Forres Academy.
- Encourage project work for example bird behaviour, feeding and migration. The RSPB provides many excellent source materials. These projects could be integrated into a schools 5-14 Environmental Studies programme since it would be an opportunity to cover one of the prescribed areas viz "Develop informed attitudes and values relating to the care and conservation of the environment".

### Habitat improvements to the loch

- Deepening it so that a reasonable area 2-3m in depth is created. This will favour diving ducks such as the Tufted duck. (It will also suit trout).
- Creating a better shoreline to encourage waders.
- Ensure more of the bank slopes gently.
- Provide more secretive areas by scalloping the shoreline and creating spits of land.
- Encourage more edge vegetation. Planting of selected species native to Moray should perhaps be considered in order to increase the variety of aquatic plants.  
It is likely that by making the shoreline more accessible, and by creating bays, there will be an increase in the abundance and variety of aquatic invertebrates. School pupils will also be able to sample the water more safely.
- Monitor the colonisation of edging trees so that access is maintained and flight paths for ducks are not impeded.
- Create small islands for nesting and cover.

## 7 Management of Sanguhar loch area

Returning the loch to its original size as shown in the 1905 OS map (2<sup>nd</sup> Edition) would be a massive and expensive task. Such a disruptive undertaking would destroy much of the existing flora and remove a valuable habitat for animals. Management must therefore represent a compromise.

### Objectives

1. Maintain and improve the habitat for wildlife.
2. Enhance the local area for recreational and educational activities.
3. Have a long term management policy so that the loch does not continue to shrink.

### Considerations

1. Changing the shape and the size of the loch cannot be achieved easily because of access problems around the edge. Some areas are too soft for a digger to operate, for example on the southside and within the wet woodland. Furthermore much of the central area of the loch, which is becoming very shallow, is out of reach even by a long armed digger. An alternative method of excavation would be needed.
2. Some of the existing paths should be strengthened and widened to allow digger access.
3. Silting needs to be curtailed and in future regular removal of silt will always have to be undertaken.
4. Deepening is necessary but to no more than 2-3m.
5. Increasing the area of standing water is desirable.
6. The level of the existing water should be maintained. Periodic flooding of the wet woodland would still occur and the high water table within the woodland would help maintain the present habitat.
7. It will also be necessary to remove some of the trees from the wet woodland in order to maintain the succession at its present seral stage. Otherwise the area will gradually become more forested and dry out.

### Practical details

See the sketch map shown in Figure 4. Ten suggestions are made. In outline these are;

- Deepen the water out from the embankment, change its shape so small bays are created:
- Create an offstream pond.
- Improve the track beyond Kennel cottage.
- Make a new burn channel
- Deepen sections of the burn.
- Excavate an onstream pond to act as a silt trap.
- Block off a portion of the burn that leads into the centre of the loch
- Make the burn enter at the N side of the loch.
- Strengthening and widening the parts on the N side of the loch



### References

1. Webster M.M (1978). Flora of Moray, Nairn and East Inverness. Aberdeen University Press.
2. Cook M (1992) the birds of Moray and Nairn. Mercat Press

### Acknowledgements

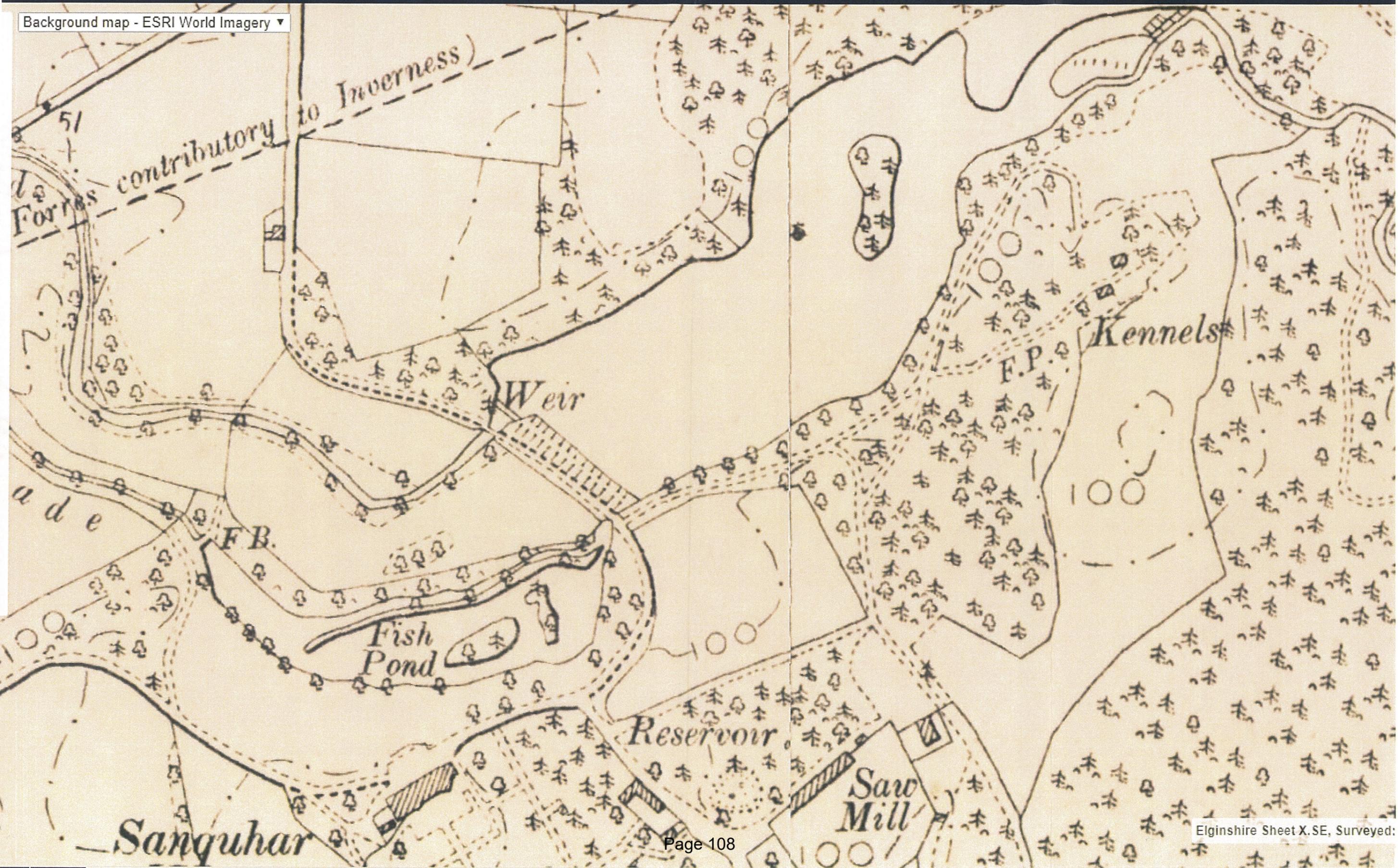
I would like to thank the following people:

1. The enthusiastic CSYS biology class of 1999/2000 for helping in the sampling work : Natalie Dora, Paul Emmerson, Helen Higham, Andrew Holder, Fiona Maxwell, Andrew Murray, Kerry Ross, Andrew Slater, Rachel Slater, Rhian Thomas and Suzanne Traynor.
2. Louise Clark and Ann Garner for their efforts in preparing this report. It is much appreciated by all those associated with Forres footpaths Trust.
3. Alan Hunter for giving up his time and providing us with a boat.
4. Jack Thornley for his prompt assistance on numerous occasions especially for helping with old maps of the area. Jack also provided the driving force for this initiative and I hope this report will not only encourage future conservation work but will also prove to be a stimulus for environmental studies and an awareness raising exercise for the community of Forres. Sanquhar is indeed a local jewel.

Taxon	Vernacular	Gridref	Comment
1 Acer pseudoplatanus	Sycamore	NJ042582	
2 Aegopodium podagraria	Ground-elder	NJ041582	
3 Alliaria petiolata	Garlic Mustard	NJ040581	
4 Alnus glutinosa	Alder	NJ039580	
5 Alnus glutinosa	Alder	NJ040581	
6 Alnus glutinosa	Alder	NJ041581	
7 Angelica sylvestris	Wild Angelica	NJ039580	
8 Anthoxanthum odoratum	Sweet Vernal-grass	NJ040581	
9 Arabidopsis thaliana	Thale Cress	NJ040580	
10 Callitriche brutia subsp. hamulata	Intermediate Water-starwort	NJ039581	
11 Caltha palustris	Marsh-marigold	NJ040581	
12 Caltha palustris	Marsh-marigold	NJ041581	
13 Cardamine amara	Large Bitter-cress	NJ039580	
14 Cardamine amara	Large Bitter-cress	NJ040581	
15 Cardamine amara	Large Bitter-cress	NJ041581	
16 Cardamine flexuosa	Wavy Bitter-cress	NJ042583	
17 Cardamine pratensis	Cuckooflower	NJ039580	
18 Carex pseudocyperus	Cyperus Sedge	NJ041581	One plant on the muddy banks of Sanguhar Loch
19 Carex remota	Remote Sedge	NJ040581	
20 Carex remota	Remote Sedge	NJ042581	
21 Carex rostrata	Bottle Sedge	NJ039581	
22 Carex rostrata	Bottle Sedge	NJ041581	
23 Chrysoplenium oppositifolium	Opposite-leaved Golden-saxifrage	NJ041581	
24 Cicerbita macrophylla	Common Blue-sow-thistle	NJ039580	
25 Corylus avellana	Hazel	NJ042583	
26 Cotoneaster frigidus	Tree Cotoneaster	NJ039580	Self-sown and planted
27 Cotoneaster hjelmqvistii	Hjelmqvist's Cotoneaster	NJ039580	Self-sown. Bank on S. side of Sanguhar Road
28 Cotoneaster salicifolius	Willow-leaved Cotoneaster	NJ039580	Self-sown. On bank on S. side of Sanguhar Road
29 Crocus tommasinianus	Early Crocus	NJ040580	A few plants on north side of path
30 Crocus tommasinianus	Early Crocus	NJ040580	
31 Cytisus scoparius subsp. scoparius	Broom	NJ040581	
32 Dactylis glomerata	Cock's-foot	NJ041582	



Background map - ESRI World Imagery ▾



Sanguhar



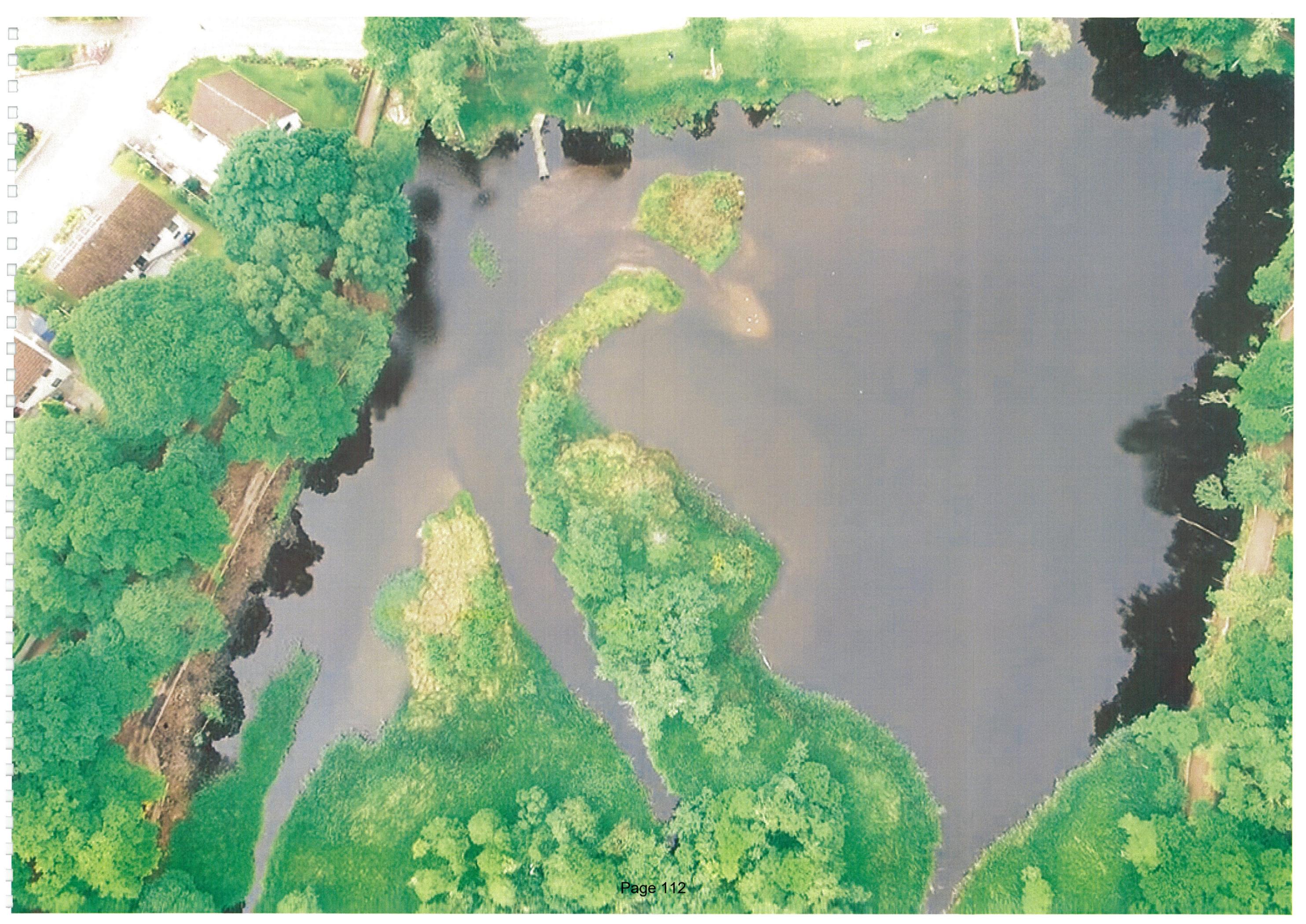


ZEISS OSS. 12" 7,500' 164' JUNE 1976 NAIRN, FORRES, KINLOSS

05/76/093 : 028



3058 : GPEJSCOTJMKJ223.27JUNE47.F.201164PO 825001



61	<i>Mercurialis perennis</i>	Dog's Mercury	NJ043583
62	<i>Mercurialis perennis</i>	Dog's Mercury	NJ043583
63	<i>Milium effusum</i>	Wood Millet	NJ043583
64	<i>Milium effusum</i>	Wood Millet	NJ043583
65	<i>Mimulus</i> agg.	Monkeyflower	NJ039580
66	<i>Mimulus</i> agg.	Monkeyflower	NJ041581
67	<i>Myrrhis odorata</i>	Sweet Cicely	NJ039580
68	<i>Myrrhis odorata</i>	Sweet Cicely	NJ041582
69	<i>Narcissus</i> agg.	Cultivated Daffodil	NJ040580
70	<i>Oxalis acetosella</i>	Wood-sorrel	NJ041582
71	<i>Oxalis acetosella</i>	Wood-sorrel	NJ040582
72	<i>Pentaglottis sempervirens</i>	Green Alkanet	NJ040581
73	<i>Phalaris arundinacea</i>	Reed Canary-grass	NJ040581
74	<i>Picea abies</i>	Norway Spruce	NJ041582
75	<i>Plantago major</i>	Greater Plantain	NJ040581
76	<i>Prunus padus</i>	Bird Cherry	NJ039580
77	<i>Prunus padus</i>	Bird Cherry	NJ042583
78	<i>Prunus spinosa</i>	Blackthorn	NJ041582
79	<i>Pseudotsuga menziesii</i>	Douglas Fir	NJ040581
80	<i>Pteridium aquilinum</i>	Bracken	NJ041582
81	<i>Quercus robur</i>	Pedunculate Oak	NJ040581
82	<i>Rhododendron luteum</i>	Yellow Azalea	NJ042581
83	<i>Rhododendron ponticum</i>	Rhododendron	NJ042582
84	<i>Ribes sanguineum</i>	Flowering Currant	NJ040581
85	<i>Ribes sanguineum</i>	Flowering Currant	NJ040582
86	<i>Salix viminalis</i>	Osier	NJ041582
87	<i>Salix x holosericea</i>	<i>S. cinerea</i> x <i>viminalis</i>	NJ041581
88	<i>Sambucus nigra</i>	Elder	NJ040582
89	<i>Schedonorus giganteus</i>	Giant Fescue	NJ043582
90	<i>Senecio aquaticus</i>	Marsh Ragwort	NJ041582
91	<i>Senecio jacobaea</i>	Common Ragwort	NJ042582
92	<i>Solanum dulcamara</i>	Bittersweet	NJ040581
93	<i>Stachys palustris</i>	Marsh Woundwort	NJ041582
94	<i>Stachys sylvatica</i>	Hedge Woundwort	NJ043583
95	<i>Stachys sylvatica</i>	Hedge Woundwort	NJ043583

96	<i>Stellaria alsine</i>	Bog Stitchwort	NJ041581
97	<i>Stellaria holostea</i>	Greater Stitchwort	NJ042583
98	<i>Symphytum orientale</i>	White Comfrey	NJ039580
99	<i>Symphytum tuberosum</i>	Tuberous Comfrey	NJ042583
100	<i>Symphytum x uplandicum</i>	Russian Comfrey ( <i>S. asperum</i> x <i>officinale</i> )	NJ041582
101	<i>Tilia x europaea</i>	Lime	NJ039580
102	<i>Tulipa gesneriana</i>	Garden Tulip	NJ043584
103	<i>Typha latifolia</i>	Bulrush	NJ040581
104	<i>Typha latifolia</i>	Bulrush	NJ041581
105	<i>Urtica dioica</i>	Common Nettle	NJ040581
106	<i>Valeriana pyrenaica</i>	Pyrenean Valerian	NJ040580
107	<i>Valeriana pyrenaica</i>	Pyrenean Valerian	NJ040580
108	<i>Valeriana pyrenaica</i>	Pyrenean Valerian	NJ039580
109	<i>Valeriana pyrenaica</i>	Pyrenean Valerian	NJ039580
110	<i>Valeriana pyrenaica</i>	Pyrenean Valerian	NJ039580
111	<i>Veronica montana</i>	Wood Speedwell	NJ043582
112	<i>Veronica officinalis</i>	Heath Speedwell	NJ040581
113	<i>Veronica officinalis</i>	Heath Speedwell	NJ041581
114	<i>Vicia sepium</i>	Bush Vetch	NJ043582
			A good size patch, on bank below road (south side of road)
			Waste area on edge of trees
			A few plants on bank of Sanquhar Loch Growing by Sanquhar Loch
			Woodland by Sanquhar Loch

Lichens around Sanquhar Loch, Forres.

The following is a list of lichens and lichenicolous fungus I have recorded since 2011 on oak, sycamore, alder, willow, hazel, rowan, beech, poplar, birch, larch, pine, fir. Other lichen species have been seen but not yet identified. Lichens on other substrates eg wooden railings, rock, have not been identified.

*Amandinea punctata*  
*Anisomeridium bifforme*  
*Arthonia radiata*

*Briancoppinsia cytospora*  
*Bryoria fuscescens*  
*Bryoria subcana*  
*Buellia schaereri*

*Calicium viride*  
*Calicium glaucellum*  
*Chaenotheca trichialis*  
*Chysothrix candelaris*  
*Cladonia coniocraea*  
*Cladonia macilenta*  
*Cliostomum griffithii*  
*Clypeococcum hypocenomyces*

*Evernia prunastri*

*Hypogymnia physodes*  
*Hypogymnia tubulosa*  
*Hypocenomyce scalaris*

*Lecania cyrtellina*  
*Lecanora carpinea*  
*Lecanora chlarotera*  
*Lecanora expallens*  
*Lecanora symmicta*  
*Lecidella elaeochroma*  
*Lepraria incana*  
*Leptosphaeria ramalinae*  
*Lichenochora aipoliae*  
*Lichenodiplis lichenicola*  
*Lichenocodium erodens*

*Marchandiomyces corallinus*  
*Melanelixia fuliginosa* subsp *glabratula*  
*Melanelixia subaurifera*  
*Melanohalea exasperata*

*Parmelia sulcata*

Peltigera hymenina  
Peltigera membranacea  
Peltigera praetextata  
Pertusaria pertusa  
Phaeophyscia orbicularis  
Phaeosporobolus usneae  
Phlyctis argena  
Physcia adscendens  
Physcia aipolia  
Physcia stellaris  
Physcia tenella  
Physconia distorta  
Physconia enteroxantha  
Placynthiella sp.  
Platismatia glauca  
Pseudevernia furfuracea  
Pyrrhospora quercea

Ramalina calicaris  
Ramalina farinacea  
Ramalina fastigiata  
Ramalina fraxinea  
Rinodina sophodes

Tuckermanopsis chlorophylla

Usnea hirta  
Usnea subfloridana  
Usnea wasmuthii  
Unguiculariopsis lettaui

Xanthoria parietina

Total 62

Heather Paul 18-11- 2018

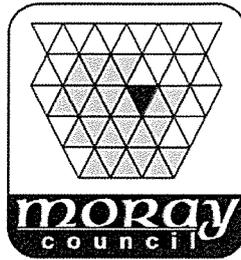
paulheather12@yahoo.co.uk

APPENDIX 5:

MORAY COUNCIL

MINUTES OF MEETING EDISC – 20 MARCH 2018





---

**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 20 MARCH 2018**

**SUBJECT: SANQUHAR LOCH & WOODLAND MANAGEMENT PLAN**

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

**1. REASON FOR REPORT**

- 1.1 Committee is asked to note proposals for a Management Plan for Sanquhar Loch, Forres and agree the funding arrangements.
- 1.2 This report is submitted to Committee in terms of Section (III) F (11) of the Council's Scheme of Administration relating to exercising the functions of the Council in relation to Parks, Open Spaces and Tree/Woodland management and maintenance.

**2. RECOMMENDATION**

**2.1 It is recommended that Committee:**

- i) notes that Sanquhar Loch & Woodland, Forres is owned by Moray Council;**
- ii) note the impact of the Reservoirs (Scotland) Act 2011;**
- iii) agrees that up to £6,000 of the £59,700 legacy funding which is classed as revenue reserves may be accessed to be spent on the development of a Management Plan for the Loch & Woodland;**
- iv) recognise the excellent work that has been carried out to date on the Loch & Woodland by the volunteers of the Sanquhar Dam Restoration Group.**

**3. BACKGROUND**

- 3.1 Sanquhar Loch is situated in the southern residential area of Forres, (OS Grid Ref. NJ 040.581). The loch, which has been formed by a dam across the Burn of Mosset, provides an attractive local amenity with open-water, fen and wet woodland habitats of wildlife value. It is part of a more extensive area of woodlands and ponds in the Chapleton area of Forres. At a public meeting in April 2013 residents were briefed on the rapid deterioration of Sanquhar Loch. The area outlined in orange in **APPENDIX A** represents the extent of the area that the volunteers agreed to focus their efforts on.

- 3.2 There is an extensive footpath network throughout, including a circular route around Sanquhar Loch and woodland which links to the wider network of footpaths around Forres.  
(see <https://www.forresfootpathstrust.org.uk/pdfs/Chapleton%20AI2.pdf>).
- 3.3 Arthur Stuart Murdoch bequeathed money to Forres Town Council with direction to invest the funds and then later purchase fishing rights on the River Findhorn. This was duly done and the fishing rights are currently held in trust as directed by the will. AS Murdoch's will directed that any surplus funds available after purchase of the fishing rights should be used to purchase land for a public park and to this end Sanquhar Loch was purchased by the Moray District Council in 1978. Sanquhar Loch is currently owned by Moray Council as successors to the Moray District Council and does not form part of a trust or Forres common good.
- 3.4 The will further directed that any surplus monies available after purchase of the park should be used for its upgrade or maintenance. These surplus monies have earned interest over the years and now amounts to £59,700. This amount is held as part of revenue reserves and forms a remainder of the residue of AS Murdoch's estate. These funds cannot be used for any other purpose.
- 3.5 Sanquhar Loch and Woodland is owned by Moray Council and managed by Environmental Protection - Lands and Parks section.
- 3.6 In summary, the key benefits of Sanquhar Loch are as follows:
- historical interest as an example of a landscaped estate ;
  - local landscape and amenity value for residents and visitors with associated physical and mental health benefits;
  - part of a wider network of high amenity green spaces and public footpaths;
  - local ecological value with successional wetland habitats from open water to wet woodland;
  - a linking complex of habitats in the wider ecological network; and
  - educational value as it is used by local schools and other interested groups.
- 3.7 Local residents have long held concerns over the siltation rates of the Loch and the future management of the popular amenity site. The process of erosion and silt transport in the upstream catchment is now however considered to be under control from the Chapelton Flood Alleviation Scheme. With the condition of the Loch, with respect to siltation, now expected to be much more stable, a long term Management Plan to enhance the Loch and conserve the environment is considered justifiable.
- 3.8 In March 2014 Moray Council appointed Northern Ecological Services (NES) to review the options for restoration and management of the Loch with input from stakeholder groups. This report (**APPENDIX B**) is available in the Members' Portal.

#### **4. CONSIDERATION OF THE RESERVOIRS (SCOTLAND) ACT 2011**

The position regarding Sanquhar Loch in terms of the Reservoirs (Scotland) Act 2011 and the Council's obligation is summarised as follows:-

- 4.1. The Reservoirs (Scotland) Act 2011 reduced the limit at which a body of impounded water would be classed as a reservoir from 25,000 to 10,000 cubic metres. The consequences of this change are not currently being enforced but are likely to be in the near future. The time at which it will be enforced will be decided by SEPA.
- 4.2 A survey of Sanquhar Loch was undertaken to determine the volume of water impounded and the results of this indicate that the volume of water in the loch is approximately 8,000 cubic meters, which is below the new limit. However, the loch contains a large volume of mobile silt and local residents have expressed a wish to dredge the loch both of which could increase the impounded volume under the Act to 10,000 cubic metres. Any dredging would be carefully managed to ensure that the volume of water is kept below 10,000 cubic metres.
- 4.3 Notwithstanding the statutory limit the Council is obliged under common law to safeguard third parties against the escape of stored liquid irrespective of volume. The loch is also located in a built up area of Forres upstream of a primary school and would likely be classed as high risk if it does come under the act. It was considered advisable to have the loch inspected by a reservoirs engineer to determine any work that might be required in the interest of safety.
- 4.4 An informal inspection was undertaken on 10 October 2017, by an Inspecting Engineer, to determine any work that may be required in the interests of safety. The findings of the inspection were that the condition of the dam structure does not currently raise any concerns. The flow into the loch is controlled by the dam at Chapelton Reservoir, which forms part of the Burn of Mosset Flood Prevention Scheme. This control reduces pressure on Sanquhar dam during flood events up to and including 100 years, however it should be noted that dam safety is assessed at higher events, i.e. 1 in 1000 years. The recommendations made were to monitor the structure, in particular the condition of the concrete overflow and the mature trees where root expansion or wind throw could damage the integrity of the structure.

#### **5. PROGRESS BY VOUNTEER GROUPS**

- 5.1 A dedicated group of volunteers known as the Sanquhar Dam Restoration Group have been working on restoring the area in recent years for the benefit of the Community. Council staff provide direction and where appropriate support the activities of the action group. At weekends they carry out works such as tree thinning and path restoration. The volunteers have carried out over 1600 hours of work to the loch, woodland and path network since the beginning of 2017. The volunteer group are willing to carry out further works such as path edgings, drainage and upgrading pathway surfaces and have

requested Moray Council to provide materials to enable approved works to progress.

- 5.2 There are clearly a lot of issues to be considered in how the council move forward with a strategic long term plan for restoration and management of this popular local amenity. Any plan will need to address a wide range of issues such as litter, health and safety, legislation, pollution, and restoration needs to be balanced against wildlife conservation, flood risk and public safety.

## **6. WHERE DO WE WANT TO BE**

- 6.1 The proposal is to create a 5-year management plan for the loch and woodland for the period 2019-2024. It will be produced with input from the local community and will provide a long-term vision for the woodland and loch and detail works and operational duties required to achieve that vision. It will clarify to anyone interested in the woodland and loch, how the assets will be managed and improved to achieve the vision.

### 6.2 Aims of the Management Plan:

- In partnership with stakeholder groups, create a vision for Sanquhar Loch & Woodlands;
- Clarify and communicate a work plan and agree milestones and targets with the focus on conserving, rejuvenating and enhancing the existing natural capital of the site;
- The Park Management Plan would include details of maintenance and improvement works, risks and estimated costs required to implement the works and sources of funding.
- Ensure all stakeholders know about the management priorities for the site;
- Clarify issues such as risk assessments, insurance cover, health and safety for voluntary groups.

- 6.3 The plan will enable the Council to have a formal arrangement with the Sanquhar Dam Restoration Group and other organisations to achieve common goals. This plan is intended to be aimed at Council services, the local community, stakeholder/ volunteer groups and will be a flexible working document that will be reviewed and updated on a regular basis. Preferred options for works will be prioritised and risk assessed.

- 6.4 On completion of the Management Plan, a further committee report will be submitted outlining the vision, costs and proposed work plan for the loch and woodland. This work plan will provide the basis for approving further release of the legacy fund.

## **7. SUMMARY OF IMPLICATIONS**

### **(a) Moray 2026: A Plan for the Future and Moray Corporate Plan 2015 – 2017**

Contributes to Moray Council Core Values that support the progress and delivery of Moray 2023 especially Sustainability - “promote Community

empowerment as a means of supporting communities to take on more responsibilities.” Also, contributes to objectives in the Corporate Plan, namely Priority 3 – Healthier Citizens – “We will create attractive, accessible open spaces for recreation “ and “we will support the creation and maintenance of safe, attractive and accessible green space”.

**(b) Policy and Legal**

Sanquhar Loch could be classed as a reservoir under the Reservoirs (Scotland) Act 2011 when the consequences of the lower impoundment limit is enforced by SEPA.

**(c) Financial implications**

A total of £59,700 is available from the council's revenue reserves. Approval to spend up to £6,000 of the reserves is requested at this time for the development of a park management plan. If remedial works are required to stabilise the dam potential costs will be the subject of a future report to this committee.

**(d) Risk Implications**

If the condition of the dam structure deteriorates it could fail with catastrophic results. The condition of this structure should be monitored and any remedial works required undertaken at the earliest opportunity.

**(e) Staffing Implications**

The proposals can be managed utilising existing staffing resources.

**(f) Property**

Sanquhar Loch and Woodlands offer the potential for multiple health, social and environmental benefits. To ensure that these benefits are realised requires careful planning and management. The development of a Park and Woodland Management Plan would provide the required strategic direction.

**(g) Equalities**

The proposed management plan can contribute to the capacity building of local groups in support of the Moray Council's aims in relation to community engagement. It is recommended that the group looks at ways of improving disabled access around Sanquhar Loch in a partnership between the Moray Council and local groups

**(h) Consultations**

D Halliday, Acting Consultancy Manager, D Brands, Principal Accountant, L Rowan, Committee Services Officer, A Scott, Legal Services Manager (Property and Contracts), P Nevin, Senior Solicitor and Don Toonen, Equal Opportunities Officer have been consulted and any comments are included in the report.

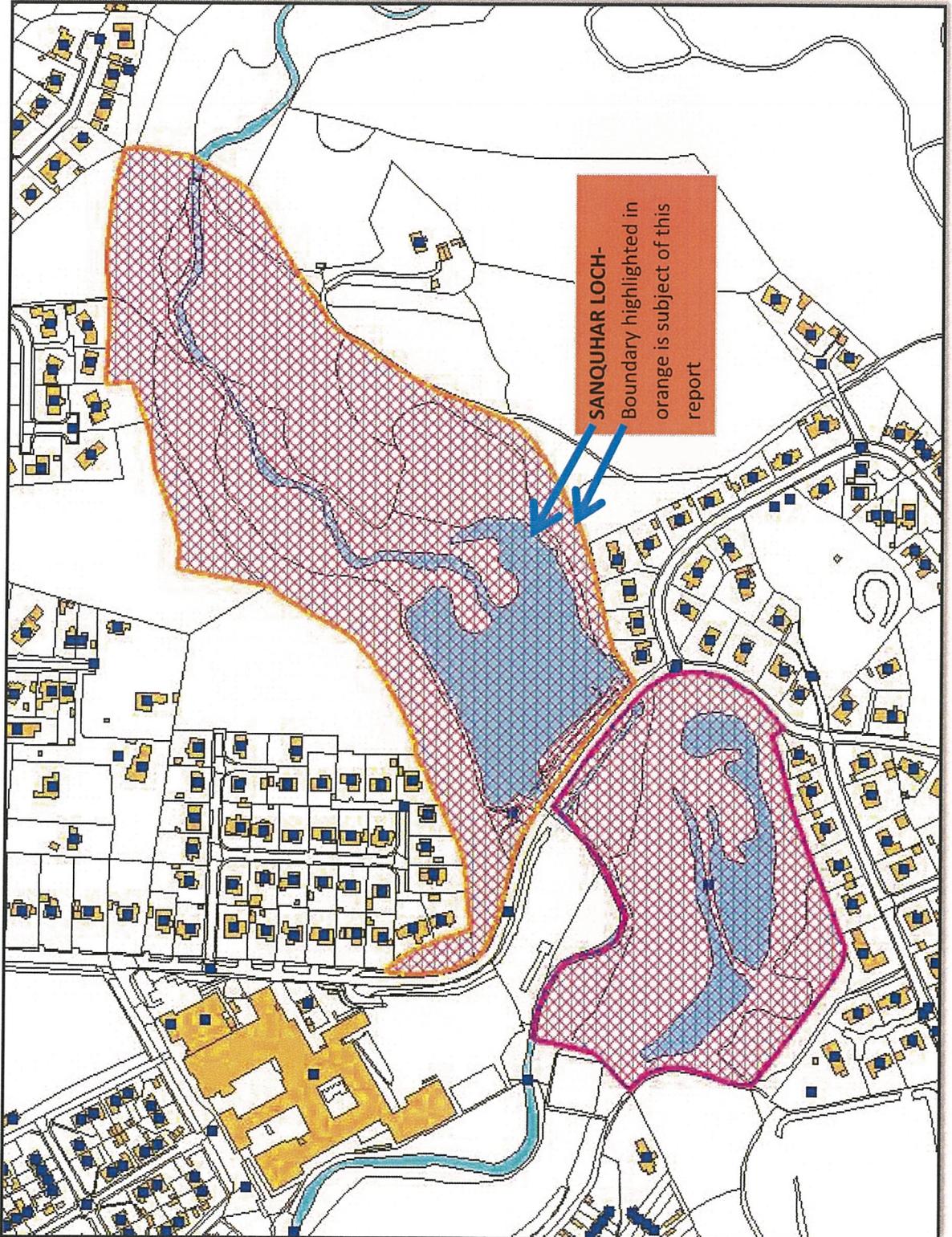
**8. CONCLUSIONS**

**8.1 Partial access to legacy funding will enable development of a Management Plan. A strategic Management Plan will provide a medium to long term vision for this important open space asset and provide the basis for future release of the legacy fund. This approach will benefit the Community and build on the strong partnership with the voluntary group whose dedication and valuable contribution to the loch should be recognised.**

Author of Report: Colin Bell Environmental Protection Manager

Background Papers:

Ref:





APPENDIX 6:

FELLING LICENCE 2018



Our Reference : FLA03023

Forestry Commission  
Grampian Conservancy  
Portsoy Road  
Huntly  
Aberdeenshire  
AB54 4SJ  
Tel: 0300 067 6210  
[grampian.cons@forestry.gsi.gov.uk](mailto:grampian.cons@forestry.gsi.gov.uk)

Tilhill Forestry  
43 Clachnaharry Road  
Inverness  
IV3 8RA

FAO: Mr David Hardie

13-APR-2018

Dear Mr Hardie

Felling Licence Application (Forestry Act 1967)

Name of Property: Sanquhar Loch Wood

Name of Wood: Sanquhar Wood

Please find attached a copy of your approved Felling Licence and Map. If you are an agent receiving this licence on behalf of the owner, please forward a copy to the owner for their retention.

Please note the expiry date for the completion of the work given on page 2.

If the licence is subject to conditions these will be specified at Part 2:

It is the responsibility of the owner to ensure that these conditions are met by the dates shown. You have previously been given the opportunity to comment on the Conditions as specified. However in the event that a comment was not received from you, you will have been deemed to have accepted the conditions. If this is the case and you now wish to challenge the conditions of the licence, you may do so in writing within three months of the date of this letter provided the trees have not been felled.

The Forestry Commission may visit the site at any time to inspect the progress of any conditional restocking.

Yours sincerely

Aileen Christie  
Admin Officer

## Licence to Fell Growing Trees

**Licence Number: FLA03023**

To: The Moray Council

Land & Parks Department, Environmental Services, Ashgrove Depot,  
Ashgrove Road, Elgin, IV30 1UU

This Unconditional Licence gives you permission under section 10 of the Forestry Act 1967 as amended to fell the trees described below and shown on the attached map. Tree Felling under this Licence has been approved by the Forestry Commission as being in accordance with Government policy for the sound management of a renewable resource.

**This licence expires on:** 13-APR-2019

You should tell others involved with the felling about the details of this licence (e.g. by giving a copy of the licence and map to the person felling the trees). If you sell the land you should also tell the new owner about this licence. If a Tree Preservation Order is placed on these trees after this licence has been issued, you must also get the consent of the Local Authority before felling the trees.

### **Phytophthora ramorum**

If you are to fell Larch within the P. ramorum Zone 1 (outside the Management Zone) or Zone 2 areas where you are within 10km of a known infection (which are indicated on the regularly updated map) then you must first contact your local Conservancy Office before you begin felling to find out if the stand needs to be inspected to confirm the presence or absence of Phytophthora ramorum. The inspection cannot be carried out until the trees are fully in needle.

For further information please see [www.scotland.forestry.gov.uk/supporting/forest-industries/tree-health/phytophthora-ramorum/advice-and-information/guide-to-actions](http://www.scotland.forestry.gov.uk/supporting/forest-industries/tree-health/phytophthora-ramorum/advice-and-information/guide-to-actions)

The map of zones is currently

[http://www.scotland.forestry.gov.uk/images/corporate/pdf/Pramorum\\_risk\\_zones\\_Oct11.pdf](http://www.scotland.forestry.gov.uk/images/corporate/pdf/Pramorum_risk_zones_Oct11.pdf)

### **Timber Haulage**

Please refer to the agreed routes for timber haulage. The agreed routes map can be viewed on the Timber Transport Forum website (<http://timbertransportforum.org.uk/>).

As many routes are subject to consultation or restrictions you should discuss and agree your haulage plans (routes and volumes) with the local authority in advance of commencing operations. Any new or altered public access to a public road and loading bays may need planning permission. Please confirm with the local authority Planning Department if it is your intention to carry out this type of work. Any works which are necessary to create or alter an access will also require a Road Opening Permit.

### **Nature Conservation**

Under the Nature Conservation (Scotland) Act 2004 as amended by the Wildlife and Natural Environment (Scotland) Act 2011, anyone planning, permitting or carrying out forest operations or other activities in woodlands should be aware of their wildlife protection responsibilities.

Where protected species are present, it is the responsibility of the land owner or forest manager to ensure that the disturbance licence is in place before operations begin and to ensure compliance with the licence conditions.

FCS has produced a number of Guidance Notes which can be found at:

<http://scotland.forestry.gov.uk/supporting/strategy-policy-guidance/biodiversity/wildlife-and-forest-operations>



**Forest Industry Safety Accord**

Forestry can be dangerous. The Forest Industry is working together to raise the standards of Health, safety and welfare in the work place. More information can be found at: [www.ukfisa.com](http://www.ukfisa.com)

Approved by

Date: 13-APR-2018

Gavin Legge - Operations Manager

**For and on behalf of The Forestry Commissioners**

Forestry Commission  
Grampian Conservancy  
Portsoy Road  
Huntly  
Aberdeenshire  
AB54 4SJ

**Part 1 - Description of the trees to be Felled**

Name of Property: Sanquhar Loch Wood

Name of Wood: Sanquhar Wood

Grid Reference (of centre of principle Felling Area): NJ041583

Nearest Town or Locality Name: Forres

Local Authority: Moray Council

**Felling Operations Table:**

Felling Site/Cpt	Type of Operation	Species to be Felled	Marking of Trees	Est. Area (ha)	Approx Age (years)	No of Trees to be removed	Est Volume (m3)	Thinning Stocking Density (per ha)	
								Pre	Post
1	T - Thinning	Larch	Paint	4.7	80	200	160	400	250
1	T - Thinning	Sycamore	Paint	.5	20	30	10	600	300

Total Area: 5.2      Total Volume: 170

**Part 3 - Additional Notes**

**EU Timber Regulation:  
Due Diligence for UK Grown Timber**

This document is intended to help meet the obligations placed on "operators", as defined under EU Timber Regulation (No 995/210), to undertake a risk assessment. It outlines the risk factors associated with timber grown in Great Britain / United Kingdom (see overleaf) for the timber detailed below.

Evidence of Lawful Harvesting

1. Felling Licence Ref No(s) or Statutory Plant Health Notice(SHPN) number	Date Approved
FLA03023	13-APR-18

(If the recipient of the felling licence, or SHPH is felling the timber but not directly placing it on the market then the due diligence form must be passed to the agent or company who are doing so).

OR

2. Forest Management Plan Ref No (s)	Date Approved

Gavin Legge - Operations Manager  
(On behalf of the Forestry Commission)

Dated : 13-APR-18

3. In absence of felling licence, or SHPN or forest plan: Where the timber came from : Name & Address of Supplier/Land Owner:  Reason the timber does not derive from an approved felling licence or a forest plan:
---

Certification: If the timber is independently certified enter the certificate number below:

--

Additional Risk Factors: If there are any factors (not covered overleaf) that indicate a risk that the timber could be illegally harvested, enter these below with an explanation of how that risk has been mitigated.

Factor	Means of Mitigation

Declaration by the operator: I declare that the timber referred to above is grown in Great Britain / United Kingdom. I have identified any additional risk factors and the action taken to mitigate that risk, and I have no reason to believe that there are further risks of the timber being illegal.

Signed :

Dated :

Information on EU timber regulations can be found at:  
[http://ec.europa.eu/environment/forests/timber\\_regulation.htm](http://ec.europa.eu/environment/forests/timber_regulation.htm)

## **EU Timber Regulation: Due Diligence for UK Grown Timber**

The timber described overleaf was produced from GB/UK forests where the following risk factors apply.

1. **Illegality** - Forests in Great Britain are regulated by the Forestry Commission or Natural Resources Wales. In Northern Ireland the Forest Service, part of the Department of Agriculture and Rural Development. The incidence of illegal felling is low, estimated at much less than 1% of the timber volume harvested.
2. **Governance** - The UK is ranked highly for good governance in independent assessments, such as The Worldwide Governance Indicators project (funded by The World Bank). Moreover forestry proposals in the UK are available for comment and the UK is well served by bodies from civil-society that contribute specialist knowledge and opinion to the assessment of forestry proposals.
3. **International Perspective** - There is no UN Security Council ban on timber exports from the UK and the UK is not associated with or designated as a source of 'conflict timber', both of which are key international indicators of illegality.
4. **Forest Regulation** - The UK has specific forest laws (principally, The Forestry Act 1967, and the Forestry Act (Northern Ireland) 2010) which convey powers to regulate forestry activities, control felling, administer woodland grants and to manage state forests. The Forestry Commission issued a revised UK Forestry Standard (UKFS) in 2011 which provides a benchmark against which forestry is regulated and is explicit in terms of legal requirements and the assurances of legality and sustainability that can be given by the process of forest regulation. The Forestry Commission/Natural Resources Wales / Northern Ireland Forest Service are the competent authorities with respect to Environmental Impact Assessment (Forestry) Regulations. The Forestry Commission reports on behalf of the UK the sustainability of UK forests in the Global Forest Resources Assessment and Forest Europe indicators and compiles annual statistical information. These various sources of information indicate that forests in the UK are managed on a sustainable basis.
5. **Endangered Timber Species** - There are no endangered timber species present in the UK.
6. **Assessment of UK grown timber by the certification schemes** - The two major international certification schemes, FSC and PEFC, have assessed GB as being of low risk in terms of their "Controlled Wood" and "Avoidance of Controversial Sources" respectively. This allows up to 30% of non-certified GB grown timber to enter supply chains. Approximately 80% of timber coming to the market in the UK has been independently certified as coming from well managed forests. This is in addition to the regulatory processes outlined above

### **Notes for completion of form**

The person who first places timber / timber products on the market or uses them is defined as:

If you are a landowner, harvesting and selling the trees, then complete this form and keep it with the felling licence/management plan (as appropriate) together with details of the contract for sale of the timber.

If you are buying the timber 'standing' and harvesting the trees, then complete this form, ask for a copy of the felling licence or management plan approval from the owner and keep this form together with details of the contract for purchase of the timber.

It is important to keep a record for at least 5 years, as required by the legislation, of timber sales and purchases.

Information on EU timber regulations can be found at:  
[http://ec.europa.eu/environment/forests/timber\\_regulation.htm](http://ec.europa.eu/environment/forests/timber_regulation.htm)

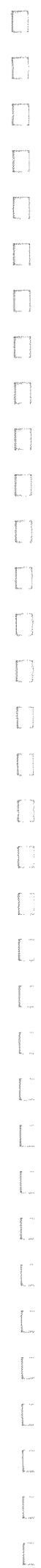


SEPA GUIDANCE

CONTROLLED ACTIVITIES GUIDANCE

USE OF ROAD PLANINGS GUIDANACE

(Front Pages only – see online guidance for full documents)



## The Water Environment (Controlled Activities) (Scotland) Regulations 2011 (as amended)

### A Practical Guide

A practical guide to the regulations, including:

-  An overview
-  Definitions of the regimes
-  Levels of authorisation
-  The General Binding Rules

**Version 8.2** February 2018

## Briefing note

### The CAR practical guide, Version 8, January 2018

#### 1. Background

This revised guide provides practical advice on the Water Environment (Controlled Activities) (Scotland) Regulations 2011 (as amended), or CAR. It details which activities are regulated by SEPA. The key changes to the guide are summarised in this briefing note. For further information on the regulations, visit the water regulation pages of the SEPA website. Please note that the CAR Practical Guide is only available electronically.

#### 2. Summary of changes

This revision is primarily to include the changes to CAR brought in by the Water Environment (Miscellaneous) (Scotland) Regulations 2017.

##### 2.1 Pollution control regime

-  Oil Storage now covered by new GBRs 26, 27 and 28
-  Sites where there is an onward distribution of oil – new Licence requirement for those not able to comply with GBR28
-  Application of pesticide – revised GBR23 and new Registration and Licence
-  Construction site SUDS – revised GBR10 and new Licence
-  Direct discharge into groundwater of grout containing blaes for the purpose of construction or maintenance works – new Registration

##### 2.2 Engineering regime

-  Operating vehicles in or near a surface water or wetland – revision to GBR9 – the Registration for this activity has been removed
-  Bank protection using trees – new GBR25 – Registration has been removed

##### v8.1 January 2018

Correction relating to herbicide applications

##### v8.2 February 2018

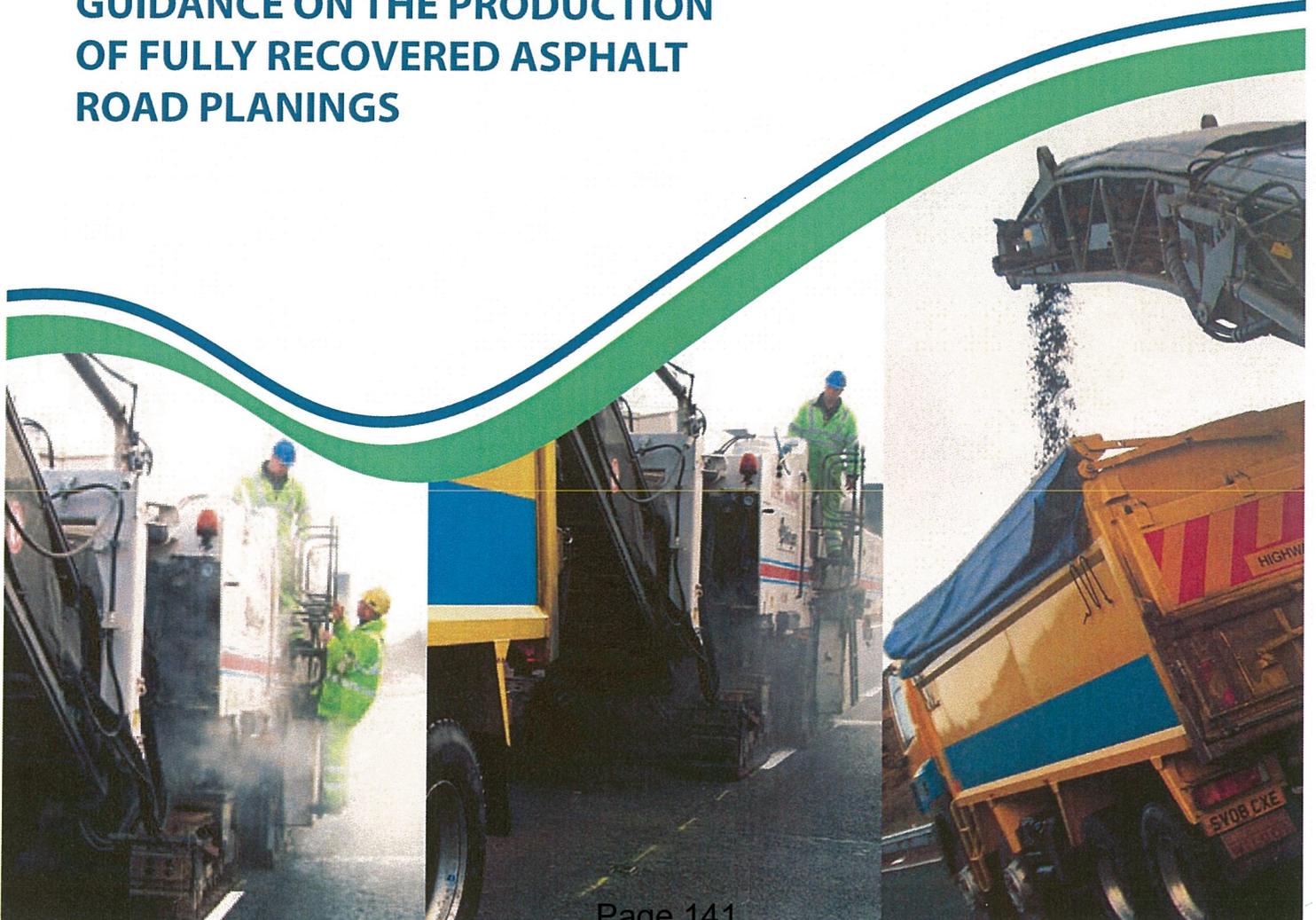
###### Pollution control regime

A licence is now required for surface water discharge from 60 hectares of residential development (>1000 houses previously) and A roads are now included.

###### Engineering regime

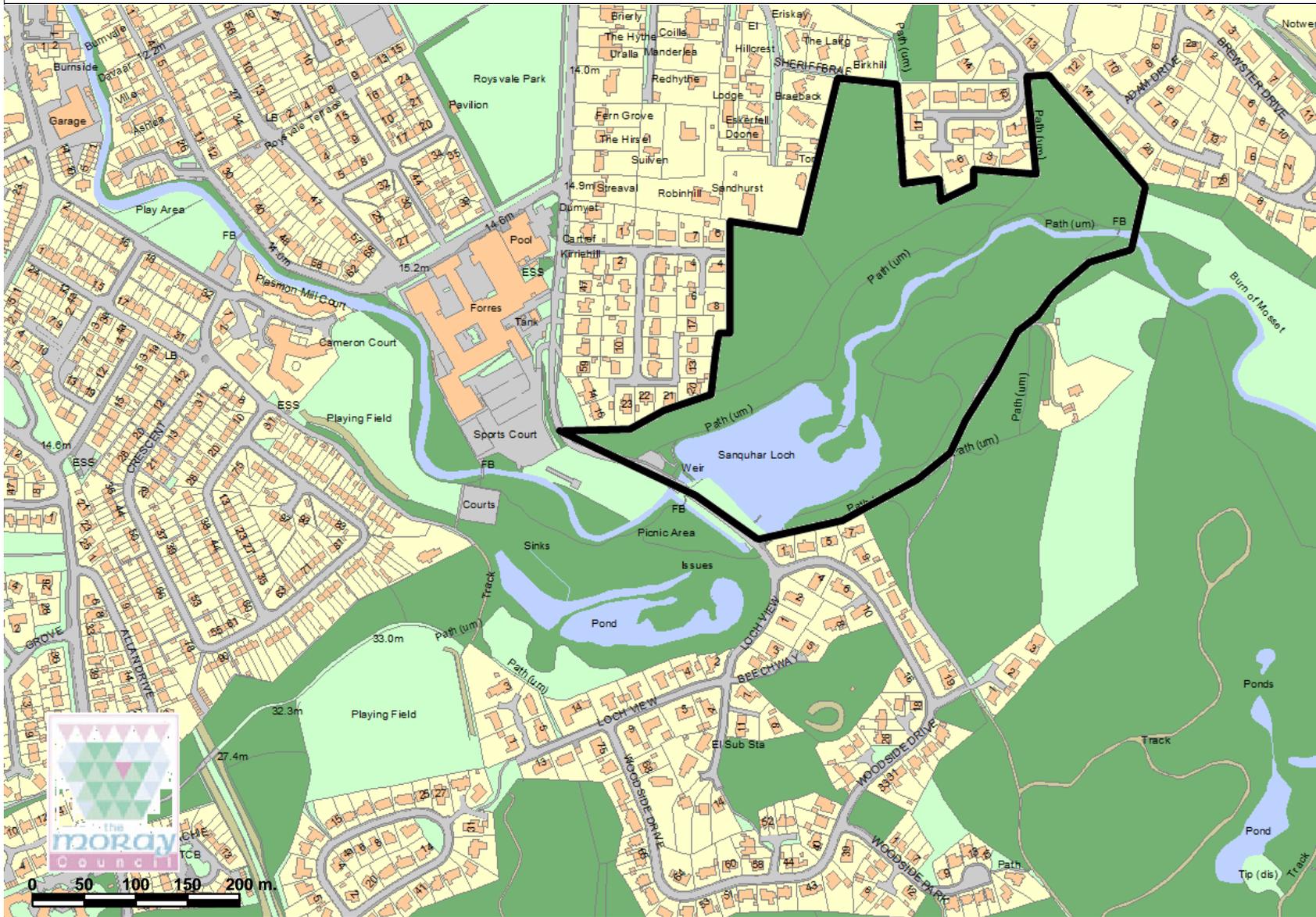
Updated information text in relation to contacting local District Salmon Fishery Boards or Trusts for advice.

## GUIDANCE ON THE PRODUCTION OF FULLY RECOVERED ASPHALT ROAD PLANINGS



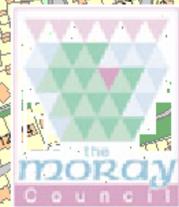


# Sanquhar Wood Boundary - Appendix B



## Legend

 Wards 2017 (Moray)



Scale: 1:5,696



PROHIBITED FOR THE USE WITH  
 PLANNING APPLICATIONS © Crown  
 copyright and database rights 2017 Ordnance  
 Survey 100023422 The Moray Council






---

**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 11 JUNE 2019**

**SUBJECT: PILMUIR PUMP STATION OPERATION AND MAINTENANCE**

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

- 1.1 To inform Committee of the proposed changes to the scope of operation and maintenance of Pilmuir Pump Station.
- 1.2 This report is submitted to Committee in terms of Section III (F) (19) of the Council's Scheme of Administration relating to the functions of the Council under the Flood Risk Management (Scotland) Act 2009.

## **2. RECOMMENDATION**

- 2.1 **It is recommended that the Committee agree the proposed change to the scope of operation and maintenance of Pilmuir Pump Station, as set out in paragraph 3.5 of this report.**

## **3. BACKGROUND**

- 3.1 The Forres (River Findhorn and Pilmuir) Flood Alleviation Scheme was completed in 2015, and after a twelve month maintenance period it was handed over to the Council to operate and maintain.
- 3.2 This scheme consists of walls and embankments to protect Forres from flooding from the River Findhorn; and a surface water drainage system, including a pump station, to protect properties in the Pilmuir area of Forres
- 3.3 When the scheme was completed an Operation and Maintenance Manual was provided by the Design Consultant Royal Haskoning. As the Council does not have any in-house electrical mechanical expertise, the operation and maintenance of the pump station was outsourced to a contractor with the required qualifications and experience. The scope of the operation and maintenance required is set out in the Operation and Maintenance Manual and currently costs the Council £40,000 per year for the basic testing and monitoring specified. Any additional maintenance works required throughout the year incur additional costs.

- 3.4 The Flood Team has been monitoring the operation and maintenance of the pump station since this contract started in 2016. Based on this monitoring it is considered possible to reduce the current scope of works required, which should reduce the annual operation and maintenance costs. It is estimated that a modification to the scope could save in the region of 50%.
- 3.5 The proposed change to the scope is provided below.
- Future monitoring of the pump station would be undertaken in-house, using an automated telephone alert system. This change would require officers to alert the contractor when a fault occurs, instructing them to attend site and undertake any necessary repairs within an agreed timeframe. This is likely to result in a longer response time than the current system where the contractor responds directly to alerts. A longer response time would only be an issue if a fault stopped all three pumps operating during a surface water flood event in Pilmuir, at the same time as the water level in the River Findhorn is high. The likelihood of all of these factors occurring at the same time is very low.
  - Monthly reports on the general operation of the pump station will be cut and reports would only be required for tests undertaken every six months.
- 3.6 There is a risk associated with this action and while the impact of the risk is high the likelihood of it occurring is considered very low.

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

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

Flood Risk Management is a key action in the Service Plan. "Protecting our Community from effects and fear of flooding".

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

There are no legal implications associated with this report.

##### **(c) Financial Implications**

The recommendations in this report should reduce the annual cost of operating and maintaining the pump station at Pilmuir.

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

Reducing the scope of maintenance will increase the risk of flooding but the likelihood is considered low.

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

These modifications will be undertaken using existing staff within the Flood Team.

**(f) Property**

There are no property implications associated with this report.

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

There are no equalities or socio economic issues associated with the recommendations in this report.

**(h) Consultations**

The Corporate Director (Economic Development, Planning and Infrastructure) The Legal Services Manager, P Connor, Principal Accountant, L. Rowan, Committee Services Officer and the Equal Opportunities Officer have been consulted and comments have been taken into account.

**5. CONCLUSION**

- 5.1 Current operation and maintenance of the Pilmuir Pump Station is undertaken in line with the Operation and Maintenance Manual for the Forres (River Findhorn and Pilmuir) Flood Alleviation Scheme, at a cost of £40,000 per year.**
- 5.2 Making small changes to the operation and maintenance undertaken could save the Council up to £20,000 per year.**
- 5.3 The proposed changes will increase the risk of flooding but the likelihood of this increase is low.**

Author of Report: Debbie Halliday  
Background Papers:  
Ref:





**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE ON 11 JUNE 2019**

**SUBJECT: LOSSIEMOUTH SEATOWN AND PORTGORDON FLOOD STUDIES**

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

**1. REASON FOR REPORT**

- 1.1 To inform Committee of progress on the proposed Flood Protection Schemes at Lossiemouth Seatown and Portgordon.
- 1.2 This report is submitted to Committee in terms of Section III (F) (19) of the Council's Scheme of Administration relating to the functions of the Council under the Flood Risk Management (Scotland) Act 2009.

**2. RECOMMENDATION**

- 2.1 It is recommended that the Committee agree:
  - i. to take forward development of the proposed Flood Protection Scheme at Lossiemouth Seatown; and
  - ii. that a Flood Protection Scheme for Portgordon is not progressed further.

**3. BACKGROUND**

- 3.1 On 3 May 2016, a meeting of this Committee agreed the Local Flood Risk Management Plans for the North East Local Plan District and the Findhorn, Nairn and Speyside Local Plan District (Paragraphs 6 and 7 refer respectively). These Plans included actions to progress flood studies for Lossiemouth Seatown and Portgordon respectively.
- 3.2 The studies for Lossiemouth Seatown and Portgordon are now complete and a summary of the findings is provided below. A copy of the report for each study is provided on CMIS as background information relating to this report.

### **Lossiemouth Seatown**

- 3.3 The Seatown area of Lossiemouth is situated on the banks of the River Lossie estuary. The National Flood Risk Assessment undertaken by SEPA in 2011 indicates that the Seatown area of Lossiemouth is at risk of flooding during extreme tidal events. A study into this flood risk has been undertaken by the Council to assess the feasibility of providing flood protection for Seatown and developing potential flood mitigation options. This study investigated the effects of tidal flooding only, as the Seatown area is currently protected from wave overtopping by the dunes and the beach. The investigation found that 248 properties in the Seatown area of Lossiemouth are at risk of tidal flooding during a 1 in 200 year event.
- 3.4 The most practical way of mitigating this flood risk is to construct a barrier between the estuary and the properties at Seatown. A number of options were considered including an earth embankment, a sheet pile wall and a reinforced concrete wall. A public exhibition was held in February 2018, at which information on all of the proposed options was provided. Based on the feedback from this exhibition, and the environmental and economic considerations, an earth embankment is considered the preferred option.
- 3.5 The other main consideration was whether to include the caravan park to the south of Seatown. The economic feasibility of options with and without protection for the caravan park was assessed, and the benefits with the caravan park exceed those without.
- 3.6 The estimated cost of providing an earth embankment to protect properties and the caravan park in Seatown, for up to and including a 1 in 200 year event, with an allowance for sea level rise caused by climate change over the next 50 years, is £1,186,074. The Benefit Cost Ratio for this option is 1:35.
- 3.7 As shown above the business case for delivering a Flood Protection Scheme for Seatown is very strong. As such it is recommended that the proposed scheme is developed and taken forward for inclusion in the Flood Risk Management Strategies and Plans for Cycle 2.

### **Portgordon**

- 3.8 There is a history of flooding during storm events at Stewart Street and Lennox Place in Portgordon. Flooding occurs when waves overtop the revetment and seawater builds up behind the small wave wall between the revetment and the road.
- 3.9 A study was undertaken to investigate the extent of the flooding and potential mitigation options. The findings of this study identified 66 properties at risk of flooding during a 1 in 200 year storm event.
- 3.10 A number of mitigation options were considered, including a rock armour embankment, a stepped revetment and a new wave return wall. To significantly reduce wave overtopping it would be necessary to construct a rock armour embankment or wave wall with a height of between 1 to 2m above the existing upstand wall. The cost of providing this level of protection ranges from £18m to £26m. None of the options to significantly reduce wave overtopping achieved unity, i.e. a Benefit Cost Ratio of 1 or greater. Based on

what would be considered a poor business case, it is unlikely that grant funding from Scottish Government would be made available to construct this scheme.

- 3.11 As flooding in Portgordon is a combination of wave overtopping and a build-up of water behind the existing coastal defence, a drainage solution was investigated to see if this would reduce flood risk. This investigation found that a drainage solution provides a limited level of protection to properties in Portgordon as shown in the table below. The Benefit Cost Ratio for all of the events assessed, up to and including a 1 in 200 year event is 1:4. The benefits were achieved through a combination of reducing flood risk to a small number of properties and reducing the average depth of flooding.

	10 year return period		50 year return period		100 year return period		200 year Return Period	
	No of Properties	Avg Flood Depth (m)	No of Properties	Avg Flood Depth (m)	No of Properties	Avg Flood Depth (m)	No of Properties	Avg Flood Depth (m)
Do Nothing	58	0.187	65	0.231	65	0.250	66	0.272
Drainage Only	57	0.172	62	0.209	63	0.228	64	0.246

Based on the limited level of protection provided by the drainage solution and the poor business case for a higher level of protection, it is recommended that a flood protection scheme for Portgordon is not progressed further.

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

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

Flood Risk Management is a key action in the Service Plan. “Protecting our Community from effects and fear of flooding”.

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

There are no policy or legal implications associated with the recommendations in this report.

##### **(c) Financial Implications**

If the recommendation in this report is agreed the proposed scheme at Lossiemouth Seatown will be included in the Flood Risk Management Strategies and Plans for Cycle 2 and will be prioritised for 80% grant funding from Scottish Government. The remaining 20% would need to be funded by Moray Council. The allowance for further preparatory work on the proposed scheme at Portgordon would no longer be required and would be removed from the Capital Plan.

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

The business case for providing a Flood Protection Scheme for Lossiemouth Seatown is strong, with a Benefit Cost Ratio of 1:35. However, it is unlikely that available grant funding for Cycle 2 will meet demand and the timing of available funding for a Flood Protection Scheme at Lossiemouth Seatown will be dependent on the national prioritisation undertaken by Scottish Government.

**(e) Staffing Implications**

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

**(f) Property**

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

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

There is no equalities/socio-economic impact associated with this report.

**(h) Consultations**

The Corporate Director (Economic Development, Planning and Infrastructure), The Legal Services Manager, P Connor, Principal Accountant, L. Rowan, Committee Services Officer and the Equal Opportunities Officer have been consulted and comments have been taken into account.

**5. CONCLUSION**

**5.1 Studies undertaken to assess potential Flood Protection Schemes at Lossiemouth Seatown and Portgordon have been completed.**

**5.2 The proposed Flood Protection Scheme at Lossiemouth Seatown has a strong business case and would consist of a flood retaining embankment between the estuary and the properties and caravan park at Seatown.**

**5.3 There is no positive business case to reduce wave overtopping at Portgordon. There is a business case to improve drainage of seawater during storm events but the level of flood protection provided to properties is limited.**

Author of Report: Debbie Halliday  
Background Papers:  
Ref:



**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE ON 11 JUNE 2019**

**SUBJECT: MORAY EMPLOYMENT LAND AUDIT 2019**

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

## **1. REASON FOR REPORT**

- 1.1 To inform the Committee of the key findings of the Moray Employment Land Audit 2019 and ask the Committee to agree the Moray Employment Land Audit 2019.
- 1.2 This report is submitted to Committee in terms of Section III (F) (3) of the Council's Scheme of Administration relating to matters relating to industrial and commercial development.

## **2. RECOMMENDATION**

- 2.1 It is recommended that the Committee agree to note:
  - (i) the employment land supply in Moray, as summarised in Section 4 and Appendix 1 of the report; and
  - (ii) that the Moray Employment Land Audit 2019 at Appendix 2 has been agreed by the Planning and Regulatory Services Committee on 21 May 2019.

## **3. BACKGROUND**

- 3.1 Scottish Planning Policy (SPP) requires that the supply of marketable employment sites be regularly reviewed. The aim is to ensure there is sufficient supply of land to meet current and anticipated market requirements. SPP requires Planning Authorities to ensure that there is a range and choice of marketable sites and locations for businesses allocated in the Local Development Plan (LDP). The levels of effective/marketable employment land and take up of land are National Headline Indicators returned annually in the Planning Performance Framework to the Scottish Government.

- 3.2 The Employment Land Audit has three key functions:-
- To demonstrate the availability of a range and choice of marketable employment sites;
  - To provide an overview of the supply and availability of employment land across Moray Council area; and
  - To provide an evidence base for the monitoring and review of policies and proposals within the LDP.
- 3.3 Previous audits have been used as part of the evidence base for identifying the employment land requirements in the Main Issues Report which was explored in more detail in the associated Topic Paper.
- 3.4 The draft audit was sent to internal and external consultees and comments invited by 2 April 2019. Comments were received from the Council's Estates Service with updates on availability of sites in Keith. Comments were received from the Council's Transportation service noting planning consent on one site was due to lapse. The Scottish Environment Protection Agency (SEPA), Scottish Natural Heritage (SNH) and Scottish Water advised they had reviewed the draft but had no specific comments. In preparing the draft, sites have also been discussed with HIE and the Council's Estates Manager.
- 3.5 The audit includes four categories of land supply.

**Established Land Supply** – this includes all undeveloped land allocated for industrial/business/employment use in the adopted LDP or land that has a valid planning approval for these uses.

**Marketable/Effective Land Supply** – this is land that as well as meeting business requirements, has a secure planning status, can be serviced within 5 years, and is accessible by walking, cycling and public transport as defined in SPP.

**Constrained Land Supply** – this is land that is not considered developable within 5 years due to issues such as planning difficulties, ownership issues, infrastructure provision and physical constraints.

**Immediately Available Land Supply** – this land has planning permission, is serviced and has no major constraints to immediate development.

#### 4. **FINDINGS**

- 4.1 The 2018 audit identifies that as of 1 January 2019 there was 153.4 hectares of land (net) within the Established Land Supply. This is a decrease of 0.91 hectares since 2018 due to several sites being built out and also a windfall site at Thomshill being removed as planning consent has now lapsed. The emphasis on employment land continues to be within Elgin, Forres and Buckie with more limited supply in Keith and Speyside.
- 4.2 79.84 hectares of land (net) across 15 sites is classed as Marketable/Effective. This is a decrease of 0.43 hectares and two sites since

2018. This is due to construction completed at March Road SE (I3) Buckie, land under construction at Chanonry Elgin (I2), completion of a windfall site at West Whins Findhorn, occupation of yard space at Waterford Forres (I3) and occupation of yard space at Rothes Back Burn (I1). The distribution of Marketable/Effective reflects the settlement hierarchy within the LDP, however there is a shortage of general industrial land in Forres and Speyside. The audit highlights that whilst there is a reasonable area available the number and choice of sites across all settlements is limited.

- 4.3 New employment sites have been identified in the Proposed Moray Local Development Plan to meet future requirements. These include new sites at Burnside of Birnie Elgin, land to the west of Mosstodloch, land to the south of Forres Enterprise Park, further land to the east of Westerton Road Keith, land at Greens of Rothes and a small area of land at Speyview Aberlour. These are not included within the audit as their planning status is still subject to Examination of the Proposed Plan.
- 4.4 The amount of land Immediately Available is 39.15 hectares (net) across 6 sites. This is an increase of 21.2 hectares compared to 2018; and an increase in the number of sites by one. This is due to servicing of sites at Barmuckity Elgin (I7) and at March Road SE Buckie (I3). However, there continues to be a shortage in the number of immediately available sites.
- 4.5 72.54 hectares (net) across 17 sites is classed as constrained. This means around 47% of the Established Supply has some form of constraint that is likely to prevent the land being developed in the next five years. A large proportion of this land is constrained due to ownership; this could be where the owners are unwilling to sell or are seeking alternative uses with higher land values. Part of the constrained supply is also made up of parts of sites that have physical constraints for example parts of sites that flood or have steep topography. Some sites have infrastructure constraints identified and this usually relates to achieving safe and suitable access to the site and the costs associated with this. The constrained supply has decreased by 1.58 hectares. This is due to parts of Linkwood East Elgin (I6) becoming effective and removal of a windfall site at Thomshill where consent has now lapsed.
- 4.6 1.29 hectares of land was developed in the year to 1 January 2019. This includes completion or occupation of sites at March Road SE/Rathven Industrial Estate (I3), Grampian Furnishers at Linkwood East (I6), yard space occupied at Waterford (I3), yard space occupied at Back Burn (I1) Rothes) and completion of buildings at West Whins Findhorn. This is slightly lower than 2018 (1.6ha in 2018). At 1 January 2019 there was 2.55 hectares of land under construction. This is an increase in construction compared to 2.31 hectares in 2018. The sites under construction include sites at Glen Moray Distillery Elgin, at Waterford Forres (I3), land at Chanonry Elgin (I2), and land at Linkwood East Elgin (I6). However it is noted that these figures do not represent all building activity, and is only that on designated sites or windfall sites that are not restricted to a single user. Other notable areas of activity primarily relate to expansion proposals of existing businesses, sites in the countryside and expansion of distilleries. For example new bonded warehouses at Glenfarclas, Benromach, Tamdhu and Malcolmburn, and an

office and workshop at Drumbain Farm Rothes. It also does not reflect any redevelopment of existing units.

- 4.7 A summary of the key findings and commentary on supply in settlements is attached at **Appendix 1**. A copy of the full audit is available at **Appendix 2**.

## **5. SUMMARY OF IMPLICATIONS**

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

The Employment Land Audit is a key part of monitoring the implementation and effectiveness of the LDP, which delivers Corporate and Community Planning objectives. Ensuring sufficient provision of effective employment land supports economic growth by providing opportunities for new or expanding businesses.

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

The preparation of the annual Employment Land Audit is a requirement of SPP to monitor the effectiveness of the LDP and ensure an effective supply of employment land is maintained.

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

None

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

None

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

Preparation of the annual Employment Land Audit is part of the workload of the Planning and Development section.

### **(f) Property**

The Employment Land Audit includes industrial estates and sites owned by the Council. The Council Estates section was consulted on the draft audit in March/ April.

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

An Equality Impact Assessment is not needed because the report is to inform the Committee on monitoring of land supply.

### **(h) Consultations**

The Corporate Director (Economic Development, Planning and Infrastructure), the Head of Development Services, the Legal Services Manager, the Equal Opportunities Officer, the Estates Manager, Paul Connor (Principal Accountant) and Lissa Rowan (Committee Services Officer) have all been consulted and their comments included within the report.

## **6. CONCLUSION**

- 6.1 SPP requires that the supply of marketable employment sites be regularly reviewed to ensure there is sufficient supply of land to meet current and anticipated market requirements. Levels of marketable employment land and take up are National Headline Indicators submitted within the Planning Performance Framework.**
- 6.2 The Employment Land Audit 2019 identifies that there is 79.84 hectares (net) of marketable/effective employment land, of which 39.15 hectares (net) is immediately available. Issues are identified with the restricted choice of sites across settlements and shortage of industrial land in Forres and Speyside.**
- 6.3 Committee is asked to note the key findings of the Employment Land Audit 2019 and that the Employment Land Audit 2019 was agreed by the Planning and Regulatory Services Committee on 21 May 2019.**

Author of Report: Rowena MacDougall (Planning Officer)  
Background Papers:  
Ref:



## Appendix 1

<p><b>Elgin (including Lossiemouth and Mosstodloch)</b></p>	<p>Provision of access and servicing is well advanced at Barmuckity (I7) bringing the first phase of the site into the immediately available supply. This site is critical to supply in the Elgin area. There continues to be smaller areas of immediately available land at Chanonry (I2) and Linkwood East (I6). Much of the land at Chanonry is understood to be under offer and there is limited land available at Linkwood East due to consent for other uses including a drive through cafe. To the north of Elgin Newfield (I8) is being actively marketed increasing choice of sites across Elgin.</p> <p>Choice of sites is severely restricted in Lossiemouth, only Sunbank OPP1 or windfall opportunities are available. The topography and ground conditions at Sunbank OPP1 are considered to constrain the site.</p> <p>In Mosstodloch sites are identified but these are generally to meet the expansion needs of existing businesses.</p> <p>There are issues with delivery of higher quality business land within the Elgin Market Area. There is strong demand for industrial buildings. Additional land must be identified in the next Local Development Plan to meet the estimated requirements within the Moray Economic Strategy. Additional land has been identified at Burnside of Birnie and Mosstodloch within the Proposed Local Development Plan.</p>
<p><b>Forres</b></p>	<p>Very small choice of marketable sites given settlement size and population, but reasonable areas for higher amenity uses available at the Enterprise Park. Proportion of immediately available land higher than other settlements largely due to the areas available at the Enterprise Park (BP1). Waterford (I3) now has limited availability with the majority of the land/units now let. Site BP2 to the north of the Enterprise Park is now impacted on by the preferred route of the A96 dualling.</p> <p>Strong demand, particularly for smaller units and need for serviced employment land to allow businesses to develop and relocate from smaller units. Additional industrial land must be identified through the next Local Development Plan. A site to the south of the Enterprise Park has been identified within the Proposed Local Development Plan. Land at Waterford is also identified however this is severely constrained by the preferred route of the A96 dualling.</p>
<p><b>Buckie</b></p>	<p>Small choice of marketable sites but reasonable areas available. Servicing of land at March Road SE (I3) to form Rathven Industrial Estate has increased levels of immediately available land. Opportunities at harbour.</p> <p>Given levels of land available the Proposed Local Development Plan identifies a reserve of industrial land on March Road that could be brought forward if need arose.</p>
<p><b>Keith</b></p>	<p>Very small choice of marketable sites and limited area. Issues with providing readily accessible employment sites. Demand for smaller units.</p> <p>Additional employment sites identified to the east of Westerton Road within the Proposed Local Development Plan. Opportunities for higher amenity employment uses promoted within a mixed use site to the south of Banff Road.</p>

<b>Speyside</b>	Limited choice of designated sites. In Aberlour, Craigellachie, and Rothes there are only single sites available which are constrained. Need for sites in Speyside for small local businesses. Policies are in place that would consider Rural Business Proposals. Within the Proposed Local Development Plan a new site is identified at Greens of Rothes and at Speyview Aberlour 1ha of the housing site is identified for employment uses.
-----------------	--

# Moray Employment Land Audit DRAFT

FEB 2019



**moray**  
council





For further information, please contact:  
Rowena MacDougall Tel: 0300 123 4561, email: [Rowena.macdougall@moray.gov.uk](mailto:Rowena.macdougall@moray.gov.uk)

# 1. Introduction

## 1.1 Purpose of Audit

The Moray Employment Land Audit provides an overview of the supply and availability of employment land across the Moray Council area. The audit is an annual document and includes figures for take up and sites under construction.

The audit provides an evidence base for the monitoring and review of policies and proposals included within the Local Development Plan. In addition it can help to identify areas where further analysis and investigation is required. The baseline against which information is analysed is 1 January 2019.

The information contained in the Employment Land Audit will be of use to businesses, developers, and other organisations with an interest in employment land in Moray.

## 1.2 Methodology

The audit is prepared from information gathered by Council planning officers through monitoring of the development plan, planning approvals and individual inspections.

All employment sites in the existing local development plan have been recorded in a data base, unless the site has been built out in its entirety. In addition to sites allocated in the Moray Local Development Plan 2015 any windfall sites with planning consent for employment uses have been added to the database unless these are constrained to a single user (e.g. a distillery). It is noted that land with buildings that are vacant are not included in the audit nor are redeveloped sites.

Once sites have been identified officers undertake a review of planning applications and collect information such as ownership, proposed use etc. for each site. Officers also undertake site visits to monitor development activity. This information is then updated in the data base. The data is then analysed to produce the audit report.

## 2. Background

### 2.1 Scottish Planning Policy

Scottish Planning Policy (SPP) sets out the Scottish Governments policies in relation to economic development in Scotland. SPP requires Planning Authorities to allocate a range of sites for business, taking account of current market demand; location, size, quality, and infrastructure requirements; whether sites are serviceable within five years; the potential for a mix of uses; their accessibility to transport networks by walking, cycling and public transport and their integration with and access to existing transport networks. SPP states that business land audits should be undertaken regularly by local authorities to inform review of development plans. Business land audits should monitor the location, size, planning status, existing use, neighbouring land uses and any significant land use issues of sites within the existing business land supply.

### 2.2 Moray Local Development Plan

The Moray Local Development Plan 2015 sets out the employment land policies for the Planning Authority (excluding the Cairngorms National Park area). The Local Development Plan includes a suite of policies related to economic development (ED1 to ED9). These seek to safeguard employment land and support development of employment uses on designated sites. The policies also look at the types of uses that will be supported on designated sites. A more flexible approach to rural business proposals is provided for, with policy criteria used to ensure the most appropriate locations are supported in rural areas.

The Moray Local Development Plan 2015 designates land for employment uses within towns.

The Proposed Local Development Plan was published in January 2019. The Proposed Plan includes new designations for industrial land. Given the early stage of consultation on the Proposed Plan these sites will not be included in the audit until they have a firmer planning status.

### 2.3 Moray Economic Strategy

The Moray Economic Strategy 2019 -2029 was published in December 2018 by the Moray Economic Partnership. The 10 year strategy sets out the vision and a high-level series of actions required to deliver a successful and vibrant economy in Moray. One of the key measures is the level of immediately available employment land.

## **2.4 Moray 2026: A Plan for the Future**

One of four priorities within the Moray Community Planning Partnership Local Outcomes Improvement Plan 2018 is an “A growing, diverse and sustainable economy.” Whilst employment land supply is not a performance indicator within the Local Outcomes Improvements Plan land supply is important for achieving outcomes.

## **2.5 Demand for Employment Land**

From discussions with Moray Council Estates and Highlands and Islands Enterprise perceptions of demand had not changed since 2018. Whilst Brexit was a concern it was noted that this did not appear to be impacting on the level of enquiries.

The demand for employment sites and buildings is considered to be greatest for smaller buildings with fewer businesses looking for larger sites. Demand for smaller sites and buildings are generally from small local businesses including builders, plumbers and plant and machinery supply. Demand for medium sized sites is from smaller businesses looking to grow and the demand for larger sites is generally from inward investors. There needs to be land and sites available at all levels to meet demand. The Moray Economic Strategy see’s future demand within aerospace/space related businesses, life sciences, creative industries and digital, as well as the engineering sector. There is also demand from existing business looking to relocate and expand. A key industry for Moray is the food and drink industry. Whisky distilling has seen considerable expansion over recent years, including bonded warehousing. These businesses are long established and often in rural areas. The Local Development Plan currently looks to support such expansion through its policy on rural business which supports proposals where there is locational justification.

Sufficient land and buildings require to be available in to facilitate wider economic development and to support the vision of the Moray Economic Strategy, including diversifying the economy.

The Moray Council Industrial Portfolio Annual Report 2017-2018 showed high levels of occupancy within the Moray Council Industrial portfolio with demand in most areas out stripping supply. The provision of further serviced sites and units is an issue and a number of projects are being considered.

### 3. Employment Land Supply

Several categories of land supply are identified in the audit. Definitions for these are provided in section 5.

Detailed information of the established, constrained, effective and immediately available sites is provided in Appendix 2.

#### 3.1 Established Employment Land Supply

The established employment land supply for Moray is shown in figure 1. There has been an decrease in the gross established supply by 1.78 ha since 2018; this is due to several sites being built out and also windfall sites where planning consent has lapsed being removed from the audit. This is a decrease of 0.91 ha to the net supply compared to 2018. The number of sites within the audit compared to 2018 has reduced by two due to the removal of sites from the audit on completion and due to lapsed planning consent.

Figure 1 Established Employment Land Supply (2019) (Figures in hectares)

Gross Established	Net Established	Number of Sites
205.05	153.4	29

The established employment land supply is broken down in figure 2 by market area.

Figure 2 Established Employment Land Supply by town (2019) (Figures in hectares)

Town	Gross Established	Net Established	Number of Sites
Elgin	102.13	77.19	11
<i>Elgin</i>	<i>72.5</i>	<i>53.49</i>	<i>6</i>
<i>Lossiemouth</i>	<i>12.8</i>	<i>10.24</i>	<i>1</i>
<i>Mosstodloch</i>	<i>15.34</i>	<i>12.27</i>	<i>3</i>
<i>Lhanbryde</i>	<i>1.49</i>	<i>1.19</i>	<i>1</i>
Forres	57.2	39.18	5
Buckie	34.46	27.61	5
Keith	8.03	6.87	5
Speyside	3.23	2.55	3
<i>Aberlour</i>	<i>0.38</i>	<i>0.3</i>	<i>1</i>
<i>Craigellachie</i>	<i>2.24</i>	<i>1.79</i>	<i>1</i>
<i>Roths</i>	<i>0.61</i>	<i>0.46</i>	<i>1</i>

There have been small decreases in the established supply in Forres, Buckie, Elgin and Speyside. These decreases are due to the completion or occupation of sites including at March Road SE/Rathven Industrial Estate (I3), Grampian Furnishers at Linkwood East (I6), yard space occupied at Waterford (I3), yard space occupied at Back Burn (I1) Rothes and completion of buildings at Findhorn. A windfall site at Thomshill has been removed as planning consent has lapsed.

The established employment land supply has also been broken down by size of site to provide an indication of the range of size of sites available.

Figure 3 Established Employment Land Supply by site size (2019) (Figures in hectares)

Site area	Net Established	Number of Sites
0-1ha	3.69	6
ha	31.1	13
>5 ha	118.61	10

### 3.2 Marketable/Effective Employment Land Supply

The marketable and effective employment land supply in 2019 is shown in figure 4. Overall the marketable/effective area has decreased by 0.43 hectares compared to 2018. There has been a reduction of two in the number of effective sites. The decrease is due to construction completed at March Road SE (I3) Buckie, land under construction at Chanonry Elgin (I2), completion of a windfall site at Findhorn, occupation of yard space at Waterford (I3) and occupation of yard space at Rothes Back Burn (I1).

Figure 4 Marketable/Effective Employment Land Supply (2019)

Marketable/Effective (Net figure in hectares)	Number of Sites
79.84	15

The marketable/effective employment land supply has been broken down by market area in figure 5. Annual requirements established through historic demand studies, build out rates recorded in previous audits, and from discussions with HIE and Moray Council Estates have been used to provide the estimated number of years supply available. It is considered desirable to have a five year effective supply.

Figure 5 Marketable/Effective Employment Land Supply by market area (2019)

Market Area	Marketable/Effective (Net figure in hectares)	Number of Sites	Estimated Annual Requirements	Available Supply in years
Elgin	44.89	6	2.8	16 years
Forres	13.48	1	0.8	16.8 years
Buckie	15.41	3	0.8	19 years
Keith	3.81	3	0.4	9.5 years
Speyside	2.25	2	0.4	5.6 years

The level of effective supply in Elgin, Buckie and Keith is currently sufficient. However, the choice of sites is limited across all areas. In Forres whilst there is a good supply of land this is all within Forres Enterprise Park where policy supports higher amenity uses. In Forres there is a severe shortage of general industrial land. There is a shortage of sites in Speyside and finding suitable sites has been an ongoing issue.

### 3.3 Immediately Available

The immediately available employment land supply in 2019 is shown in figure 6. The immediately available supply increased by 21.2 hectares. This is due to the servicing of sites at Barmuckity (17) and at March Road SE (13).

Figure 6 Immediately available Employment Land Supply (2019)

Immediately Available (Net figure in hectares)	Number of Sites
39.15	6

### 3.4 Constrained

The established land supply that is subject to constraints is shown in figure 7. The constrained supply has decreased by 1.58 ha. This is due to parts of the land at Linkwood East (I6) becoming effective and removal of a windfall site at Thomshill where consent has lapsed.

Figure 7 Constrained Employment Land Supply (2019)

Constrained Supply (Net figure in hectares)	Number of Sites
72.54	17

The constrained supply can be broken down into the type of constraints identified.

Figure 8 Constrained Employment Land Supply by constraint (2019) (Net figures in hectares)

Note some land may fall under more than one constraint.

Constraint Type	Constrained Supply	Number of Sites
Infrastructure	39.3	9
Ownership	43.65	9
Physical	28.8	7

### 3.5 Take up and Construction

The number and area of proposals completed in the year to 1st January 2019 is shown in figure 9 below. This includes completion or occupation of sites at March Road SE/Rathven Industrial Estate (I3), Grampian Furnishers at Linkwood East (I6), yard space occupied at Waterford (I3), yard space occupied at Back Burn (I1) Rothes) and completion of buildings at Findhorn. This is lower than last year (1.6ha in 2018).

Figure 9 Employment land completed/taken up in year to 1st January 2019

Take up area (Gross figure in hectares)	Number of Sites
1.29	5

The number and area of proposals under construction on the base date of 1st January 2019 is shown in figure 10 below. This is an increase in construction compared to 2.31ha in 2018. The sites under construction include sites at Glen Moary Distillery Elgin, at Waterford Forres (I3), land at Chanonry Elgin (I2), and land at Linkwood East Elgin (I6).

Figure 10 Employment land under construction at 1st January 2019

Under Construction (Gross figure in hectares)	Number of Sites
2.55	4

It is noted that this does not represent all building activity, and only that on designated sites or windfall sites that are not restricted to a single user. Other notable areas of activity primarily relate to expansion proposals of existing businesses, sites in the countryside and expansion of distilleries. For example new bonded warehouses at Glenfarclas, Benromach, Tamdhu and Malcolmburn, and an office and workshop at Drumbain Farm Rothes.

## 4. Conclusion

The Employment Land Audit has been carried out in this format for several years allowing comparison to be made to previous audits.

It is clear that the emphasis on employment land continues to be within the five main settlements with more limited supply in other towns. This reflects the strategy within the Moray Local Development Plan 2015. There continues to be a limited choice of serviced sites across all settlements and this is a particular issue in Forres and Speyside.

Around 47% (72.54 ha) of the Established Supply has some form of constraint that is likely to prevent the land being brought forward in the next five years. This is a comparable to 2018.

Only 49% (39.15.95ha) of the Marketable/Effective Supply is Immediately Available. This is significantly more than 2018 due due to the servicing of sites at Barmuckity (I7) and at March Road SE (I3). Historically the amount of immediately available land has been very limited. There continues to be a lack of choice of immediately available sites with only 6 sites being classed in this category. The availability of Immediately Available employment land is a Key Measure in the Moray Economic Strategy.

13 sites in the Established Supply are in the medium size category (1-5ha) with the lowest number of sites (six sites) in the lowest size category 0-1ha. The remaining 10 sites are in the higher category over 5ha. Given the limited number of sites across Moray this is a reasonable distribution of sizes.

In figure 11 below is a summary by market area.

Figure 11 Market Area Summary

<p><b>Elgin (including Lossiemouth and Mosstodloch)</b></p>	<p>Provision of access and servicing is well advanced at Barmuckity (I7) bringing the first phase of the site into the immediately available supply. This site is critical to supply in the Elgin area. There continues to be smaller areas of immediately available land is at Chanonry (I2) and Linkwood East (I6). Much of the land at Chanonry is understood to be under offer and there is limited land available at Linkwood East due to consent for other uses including a drive thru cafe. To the north of Elgin Newfield (I8) is being actively marketed increasing choice of sites across Elgin.</p> <p>Choice of sites is severely restricted in Lossiemouth, only Sunbank OPP1 or windfall opportunities are available. The topography and ground conditions at Sunbank OPP1 are considered to constrain the site.</p> <p>In Mosstodloch sites are identified but these are generally to meet the expansion needs of existing businesses.</p> <p>There are issues with delivery of higher quality business land. Strong demand for industrial buildings. Additional land must be identified in the next Local Development Plan to meet the estimated requirements within the Moray Economic Strategy. Additional land has been identified at Burnside of Birnie and Mosstodloch within the Proposed Local Development Plan.</p>
<p><b>Forres</b></p>	<p>Very small choice of marketable sites given settlement size and population, but reasonable areas for higher amenity uses available at the Enterprise Park. Proportion of immediately available land higher than other settlements largely due to the areas available at the Enterprise Park (BP1). Waterford (I3) now has limited availability with the majority of the land/units now let. Site BP2 to the north of the Enterprise Park is now impacted on by the preferred route of the A96 dualling.</p> <p>Strong demand, particularly for smaller units and need for serviced employment land to allow businesses to develop and relocate from smaller units. Additional industrial land must be identified through the next Local Development Plan. A site to the south of the Enterprise Park has been identified within the Proposed Local Development Plan. Land at Waterford is also identified however this is severely constrained by the preferred route of the A96 dualling.</p>

<p><b>Buckie</b></p>	<p>Small choice of marketable sites but reasonable areas available. Servicing of land at March Road SE (I3) to form Rathven Industrial Estate has increased levels of immediately available land. Opportunities at harbour.</p> <p>Given levels of land available the Proposed Local Development Plan identifies a reserve of industrial land on March Road that could be brought forward if need arose.</p>
<p><b>Keith</b></p>	<p>Very small choice of marketable sites and limited area. Issues with providing readily accessible employment sites. Demand for smaller units.</p> <p>Additional employment sites identified to the east of Westerton Road within the Proposed Local Development Plan. Opportunities for higher amenity employment uses promoted within a mixed use site to the south of Banff Road.</p>
<p><b>Speyside</b></p>	<p>Limited choice of designated sites. In Aberlour, Craigellachie, and Rothes there are only single sites available which are constrained. Need for sites in Speyside for small local businesses. Policies are in place that would consider Rural Business Proposals. Within the Proposed Local Development Plan a new site is identified at Greens of Rothes and at Speyview Aberlour 1ha of the housing site is identified for employment uses.</p>



## 5. Glossary

### **Constrained Employment Land Supply**

This includes land for example, that has planning difficulties, land subject to ownership difficulties (e.g. multiple ownership/unwilling sellers), land with insufficient infrastructure provision, etc. This category therefore includes much of the land in the Established Employment Land Supply that is not Marketable (see below).

### **Employment Land**

This includes land for general industrial and business/office use, storage and distribution uses, business parks and specialist technology parks including research and development uses. This comprises Classes 4 (Business), 5 (General Industrial) and 6 (Storage or Distribution) of the 1997 Town and Country Planning (Use Classes) (Scotland) Order, but is not exclusive to these uses.

### **Established Employment Land Supply**

This includes all undeveloped land that is allocated for industrial/business/ employment use in the adopted Local Plan or has a valid planning approval for these uses.

### **Gross**

This refers to the total area in (hectares) within the boundary of the site.

### **Immediately Available Land Supply**

This is marketable/effective land that currently has planning permission, is serviced and has no other major constraints to immediate development. This definition is useful in the assessment of whether demand for land is being adequately met.

### **Marketable/Effective Land Supply**

This is land that as well as meeting business requirements, has a secure planning status, can be serviced within 5 years, is accessible by walking, cycling and public transport as defined by SPP. Land that is subject to user restrictions or that is held as 'option land' for existing companies' own expansion cannot be considered to be marketable. Such land is not constrained.

### **Net**

The total area of land excluding roads, landscaping etc. As the physical attributes of a site and surrounding land uses will determine the area suitable for development and the level of landscaping required the net area will vary. For sites that are partially complete, the net area given is the area that is actually available to be developed. For sites that are undeveloped the net area is estimated. This estimate is based on an assumption that on average, 20% of available land will be taken up with roads, landscaping etc. If relevant site information is available, this is taken into account in the estimate.

### **Take-Up**

The take up figure includes all proposals where development has been completed within the particular year.

### **Under Construction**

This is the area of land under construction at the base date. These sites are not yet complete. The area under construction area is not included within the land supply or built totals.



*Barmuckity*

# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/AB/E/003	<b>Town:</b>	ABERLOUR
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	OPP1
<b>Location:</b>	Mary Avenue		
<b>Grid Ref:</b>	327079		843178

**Constraint:**

Owner
  Infrastructure
  Physical

**Capacity (Ha):**

Gross Established:	0.38	Net Established:	0.3
Constrained:	0.3	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0.16		



<b>Reference:</b>	M/BC/E/001	<b>Town:</b>	BUCKIE
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	BP1
<b>Location:</b>	High Street		
<b>Grid Ref:</b>	342942		864437

**Constraint:**

Owner
  Infrastructure
  Physical

**Capacity (Ha):**

Gross Established:	6.17	Net Established:	4.93
Constrained:	4.93	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0		



<b>Reference:</b>	M/BC/E/002	<b>Town:</b>	BUCKIE
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I1
<b>Location:</b>	March Road (NW)		
<b>Grid Ref:</b>	343528		865786

**Constraint:**

Owner
  Infrastructure
  Physical

**Capacity (Ha):**

Gross Established:	0.4	Net Established:	0.4
Constrained:	0	Immediately Available:	0.4
Effective:	0.4	Under Construction:	0
Built:	8.25		

# The Moray Council Employment Land Audit 2019



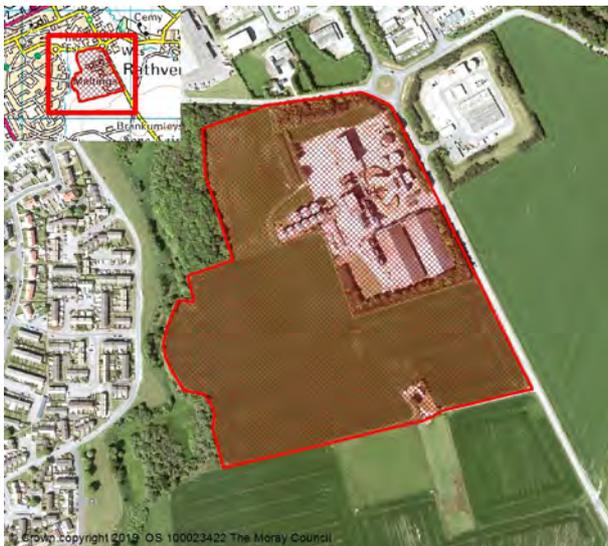
<b>Reference:</b>	M/BC/E/004	<b>Town:</b>	BUCKIE
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I3
<b>Location:</b>	March Road (SE)		
<b>Grid Ref:</b>	343984	86510	

**Constraint:**

Owner       Infrastructure       Physical

**Capacity (Ha):**

Gross Established:	17.69	Net Established:	14.24
Constrained:	0	Immediately Available:	7.95
Effective:	14.24	Under Construction:	0
Built:	3.14		



<b>Reference:</b>	M/BC/E/005	<b>Town:</b>	BUCKIE
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	I4
<b>Location:</b>	Maltings		
<b>Grid Ref:</b>	343676	865357	

**Constraint:**

Owner       Infrastructure       Physical

**Capacity (Ha):**

Gross Established:	9.43	Net Established:	7.27
Constrained:	7.27	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	5.96		



<b>Reference:</b>	M/BC/E/006	<b>Town:</b>	BUCKIE
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I6
<b>Location:</b>	The Harbour Area		
<b>Grid Ref:</b>	343086	865957	

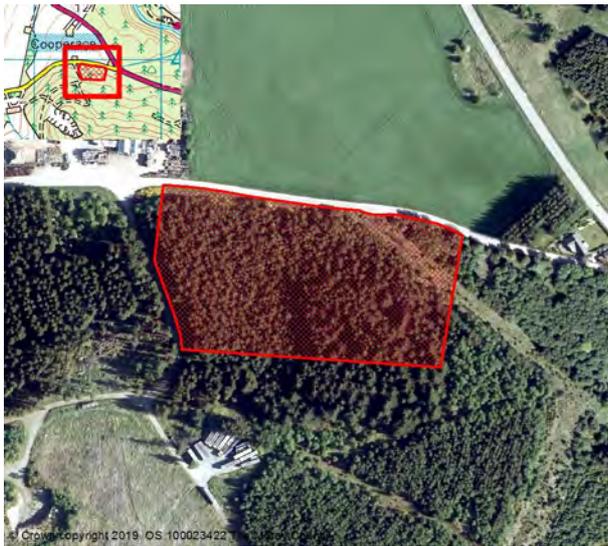
**Constraint:**

Owner       Infrastructure       Physical

**Capacity (Ha):**

Gross Established:	0.77	Net Established:	0.77
Constrained:	0	Immediately Available:	0
Effective:	0.77	Under Construction:	0
Built:	20.97		

# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/CR/E/002	<b>Town:</b>	CRAIGELLACHIE
<b>Supply Type:</b>	Effective	<b>LPR:</b>	
<b>Location:</b>	Bluehill		
<b>Grid Ref:</b>	329445		843890

**Constraint:**

Owner
  Infrastructure
  Physical

**Capacity (Ha):**

Gross Established:	2.24	Net Established:	1.79
Constrained:	0	Immediately Available:	0
Effective:	1.79	Under Construction:	0
Built:	0		



<b>Reference:</b>	M/EL/E/001	<b>Town:</b>	ELGIN
<b>Supply Type:</b>	Part Constrained	<b>LPR:</b>	17
<b>Location:</b>	Barmuckity		
<b>Grid Ref:</b>	324719		861725

**Constraint:**

Owner
  Infrastructure
  Physical

**Capacity (Ha):**

Gross Established:	43.3	Net Established:	27.8
Constrained:	5.78	Immediately Available:	13.17
Effective:	22.1	Under Construction:	0
Built:	0		



<b>Reference:</b>	M/EL/E/002	<b>Town:</b>	ELGIN
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	BP/OPP
<b>Location:</b>	Riverview		
<b>Grid Ref:</b>	319633		862782

**Constraint:**

Owner
  Infrastructure
  Physical

**Capacity (Ha):**

Gross Established:	4.12	Net Established:	3.3
Constrained:	3.3	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0		

# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/EL/E/004	<b>Town:</b>	ELGIN
<b>Supply Type:</b>	Under Construction	<b>LPR:</b>	I12
<b>Location:</b>	Glen Moray Distillery, Bruceland Ro		
<b>Grid Ref:</b>	319932	862424	
<b>Constraint:</b>			
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	0	Net Established:	0
Constrained:	0	Immediately Available:	0
Effective:	0	Under Construction:	1.7
Built:	6.1		

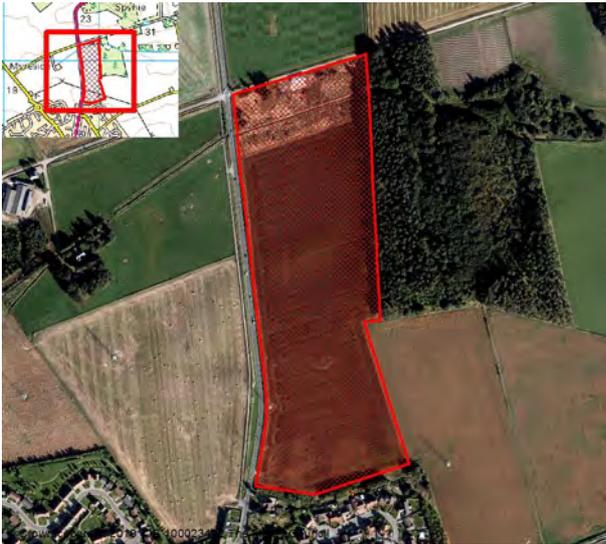


<b>Reference:</b>	M/EL/E/008	<b>Town:</b>	ELGIN
<b>Supply Type:</b>	Part Constrained	<b>LPR:</b>	I2
<b>Location:</b>	Chanony Industrial Estate		
<b>Grid Ref:</b>	323161	862960	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	7.76	Net Established:	7.76
Constrained:	5.02	Immediately Available:	2.34
Effective:	2.34	Under Construction:	0.4
Built:	9.16		



<b>Reference:</b>	M/EL/E/012	<b>Town:</b>	ELGIN
<b>Supply Type:</b>	Part Constrained	<b>LPR:</b>	I6
<b>Location:</b>	Linkwood East		
<b>Grid Ref:</b>	323707	862498	
<b>Constraint:</b>			
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	3.91	Net Established:	3.91
Constrained:	1.4	Immediately Available:	1.81
Effective:	1.81	Under Construction:	0.28
Built:	0.67		

# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/EL/E/016	<b>Town:</b>	ELGIN
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I8
<b>Location:</b>	Newfield		
<b>Grid Ref:</b>	321907	864903	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	12	Net Established:	9.6
Constrained:	0	Immediately Available:	0
Effective:	9.6	Under Construction:	0
Built:	0		



<b>Reference:</b>	M/FH/E/001	<b>Town:</b>	FINDHORN
<b>Supply Type:</b>	Effective	<b>LPR:</b>	
<b>Location:</b>	The Park Findhorn		
<b>Grid Ref:</b>	304958	863758	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	0	Net Established:	0
Constrained:	0	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0.34		



<b>Reference:</b>	M/FR/E/001	<b>Town:</b>	FORRES
<b>Supply Type:</b>	Effective	<b>LPR:</b>	BP1
<b>Location:</b>	Forres Enterprise Park		
<b>Grid Ref:</b>	306378	859307	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	23.34	Net Established:	13.48
Constrained:	0	Immediately Available:	13.48
Effective:	13.48	Under Construction:	0
Built:	17.46		

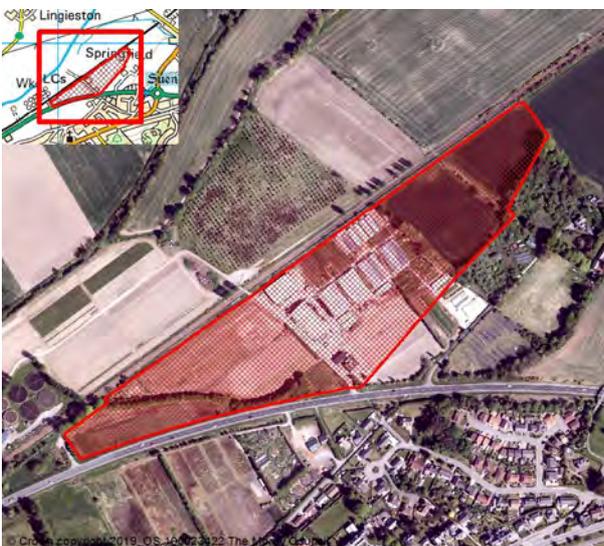
# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/FR/E/004	<b>Town:</b>	FORRES
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I3
<b>Location:</b>	Former Waterford Sawmill		
<b>Grid Ref:</b>	303095	859161	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	0	Net Established:	0
Constrained:	0	Immediately Available:	0
Effective:	0	Under Construction:	0.17
Built:	3.22		



<b>Reference:</b>	M/FR/E/007	<b>Town:</b>	FORRES
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	I6
<b>Location:</b>	Railway Marshalling Yard		
<b>Grid Ref:</b>	303013	858979	
<b>Constraint:</b>			
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	0.88	Net Established:	0.88
Constrained:	0.88	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0		

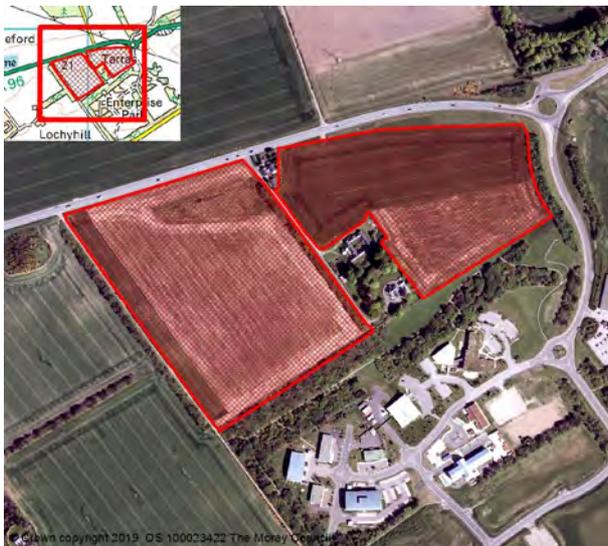


<b>Reference:</b>	M/FR/E/008	<b>Town:</b>	FORRES
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	I7
<b>Location:</b>	Springfield West		
<b>Grid Ref:</b>	304276	859688	
<b>Constraint:</b>			
<input checked="" type="checkbox"/> Owner <input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	5.65	Net Established:	4.52
Constrained:	4.52	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	3.34		

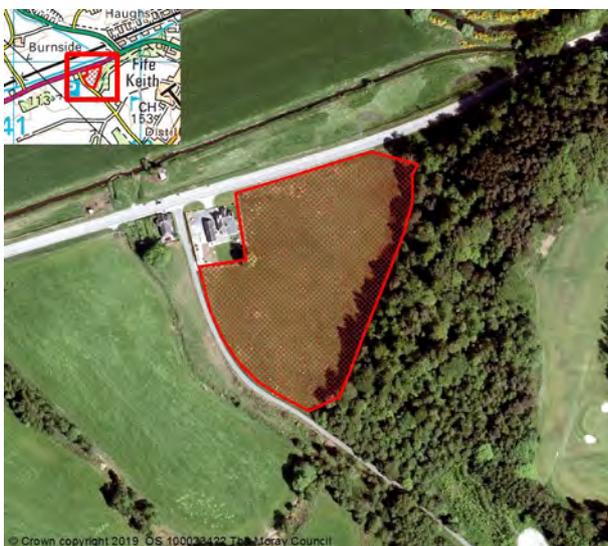
# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/FR/E/010	<b>Town:</b>	FORRES
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	I8
<b>Location:</b>	Springfield East		
<b>Grid Ref:</b>	304758		859929
<b>Constraint:</b>			
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	11.7	Net Established:	9.36
Constrained:	9.36	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0		



<b>Reference:</b>	M/FR/E/011	<b>Town:</b>	FORRES
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	BP2
<b>Location:</b>	Enterprise Park Forres Extension		
<b>Grid Ref:</b>	306026		859725
<b>Constraint:</b>			
<input checked="" type="checkbox"/> Owner <input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	15.63	Net Established:	10.94
Constrained:	10.94	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0		



<b>Reference:</b>	M/KH/E/001	<b>Town:</b>	KEITH
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	BP1
<b>Location:</b>	Mulben Road		
<b>Grid Ref:</b>	341628		850900
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	1.52	Net Established:	1.22
Constrained:	1.22	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0		

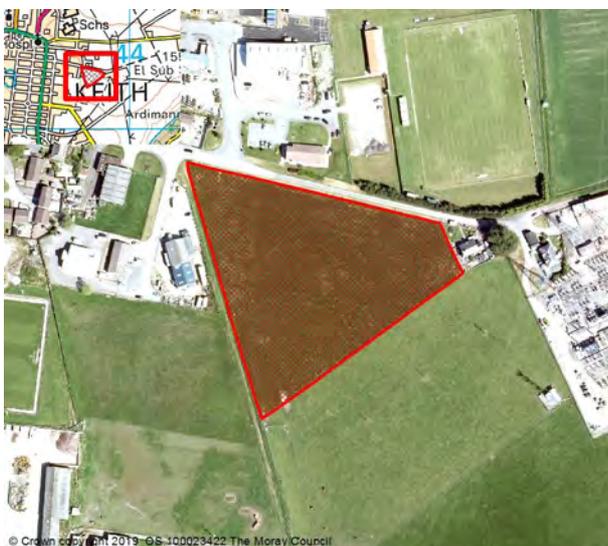
# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/KH/E/004	<b>Town:</b>	KEITH
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I4
<b>Location:</b>	Bridge Street		
<b>Grid Ref:</b>	343609	850228	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	2.05	Net Established:	1.64
Constrained:	0	Immediately Available:	0
Effective:	1.64	Under Construction:	0
Built:	1.72		



<b>Reference:</b>	M/KH/E/005	<b>Town:</b>	KEITH
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	I7
<b>Location:</b>	Isla Bank Mills		
<b>Grid Ref:</b>	342764	851453	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	1.84	Net Established:	1.84
Constrained:	1.84	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	4.03		



<b>Reference:</b>	M/KH/E/009	<b>Town:</b>	KEITH
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I3
<b>Location:</b>	Westerton Road		
<b>Grid Ref:</b>	343643	850438	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	1.62	Net Established:	1.29
Constrained:	0	Immediately Available:	0
Effective:	1.29	Under Construction:	0
Built:	0		

# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/KH/E/010	<b>Town:</b>	KEITH
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I2
<b>Location:</b>	I2 Extension		
<b>Grid Ref:</b>	343584	850372	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	1	Net Established:	0.88
Constrained:	0	Immediately Available:	0
Effective:	0.88	Under Construction:	0
Built:	0		



<b>Reference:</b>	M/LH/E/001	<b>Town:</b>	LHANBRYDE
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	OPP1
<b>Location:</b>	Garmouth Road		
<b>Grid Ref:</b>	327839	861693	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	1.49	Net Established:	1.19
Constrained:	1.19	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0.91		



<b>Reference:</b>	M/LS/E/007	<b>Town:</b>	LOSSIEMOUTH
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	OPP1
<b>Location:</b>	Sunbank OPP1		
<b>Grid Ref:</b>	323075	869644	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input checked="" type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	12.8	Net Established:	10.24
Constrained:	10.24	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0		

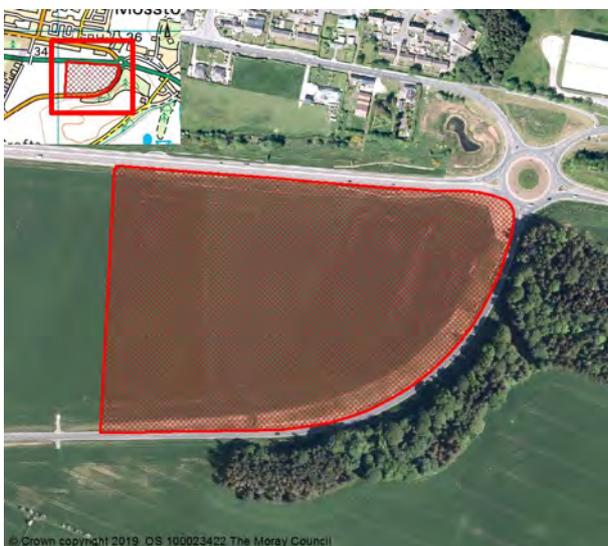
# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/MS/E/003	<b>Town:</b>	MOSSTODLOCH
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	I5
<b>Location:</b>	Baxters		
<b>Grid Ref:</b>	333948	859705	
<b>Constraint:</b>			
<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	2.22	Net Established:	1.78
Constrained:	1.78	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	12.05		

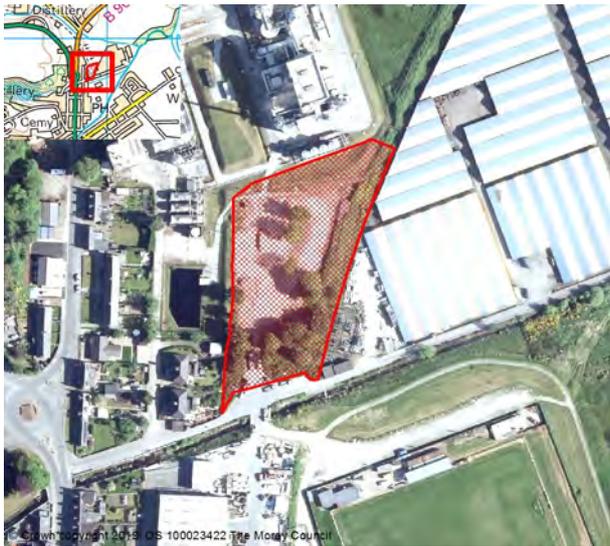


<b>Reference:</b>	M/MS/E/005	<b>Town:</b>	MOSSTODLOCH
<b>Supply Type:</b>	Constrained	<b>LPR:</b>	I2
<b>Location:</b>	North of Baxter's		
<b>Grid Ref:</b>	333613	860016	
<b>Constraint:</b>			
<input checked="" type="checkbox"/> Owner <input checked="" type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	3.22	Net Established:	2.57
Constrained:	2.57	Immediately Available:	0
Effective:	0	Under Construction:	0
Built:	0		



<b>Reference:</b>	M/MS/E/006	<b>Town:</b>	MOSSTODLOCH
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I3
<b>Location:</b>	South of A96		
<b>Grid Ref:</b>	333268	859627	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	9.9	Net Established:	7.92
Constrained:	0	Immediately Available:	0
Effective:	7.92	Under Construction:	0
Built:	0		

# The Moray Council Employment Land Audit 2019



<b>Reference:</b>	M/RS/E/001	<b>Town:</b>	ROTHES
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I1
<b>Location:</b>	Back Burn		
<b>Grid Ref:</b>	327876	849746	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	0.61	Net Established:	0.46
Constrained:	0	Immediately Available:	0
Effective:	0.46	Under Construction:	0
Built:	0.12		



<b>Reference:</b>	M/TV/E/001	<b>Town:</b>	Troves
<b>Supply Type:</b>	Effective	<b>LPR:</b>	I1
<b>Location:</b>	Troves Industrial Estate		
<b>Grid Ref:</b>	324974	324974	
<b>Constraint:</b>			
<input type="checkbox"/> Owner <input type="checkbox"/> Infrastructure <input type="checkbox"/> Physical			
<b>Capacity (Ha):</b>			
Gross Established:	1.41	Net Established:	1.12
Constrained:	0	Immediately Available:	0
Effective:	1.12	Under Construction:	0
Built:	0		





**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE ON 11 JUNE 2019**

**SUBJECT: DIRECT SERVICES AND DEVELOPMENT SERVICES (ECONOMIC DEVELOPMENT) CAPITAL AND REVENUE BUDGET MONITORING TO 31 MARCH 2019**

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

**1. REASON FOR REPORT**

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

**2. RECOMMENDATION**

- 2.1 It is recommended that Committee considers and notes the budget monitoring report for the period to 31 March 2019.**

**3. BACKGROUND**

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

- 3.3 The Capital Plan reflects the Council's priorities and is developed adhering to the Council's Capital Strategy. Regular monitoring reports are provided to Policy and Resources Committee and this Committee. Policy and Resources Committee on 10 May 2016 agreed to amendments to the information provided in response to the Audit Scotland report "Major Capital Investment in Councils" (para 7 of the minute refers). Accordingly, this report will give details of expenditure on projects which span more than one financial year, as set out in **APPENDIX IV**. Proposed carry forwards of capital budget to 2019/20 will be reported to Moray Council Committee on 27 June 2019.
- 3.4 The Revenue budget was approved at a meeting of the Council on 14 February 2018 (para 10 of the minute refers). The current total Revenue budget for Direct Services is £24.414million in 2018/19.

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

4.1 **APPENDIX I** details the Direct Services Revenue Budget position to 31 March 2019.

#### **4.2 REVENUE BUDGET POSITION 31 MARCH 2019**

<b>Annual Budget</b>	<b>Actual &amp; Committed 2018-19</b>	<b>Variance 2018-19</b>
<b>£000s</b>	<b>£000s</b>	<b>£000s</b>
24,414	24,448	(34)

4.3 Direct Services actual and committed budget has an overall overspend to budget, of £34,000 (1.4% variance of total budget) for the period to 31 March 2019. The position is shown in **APPENDIX I** and summarised in the table below with major revenue variances described in para 4.4 - 4.7 of this report. Underspends or overspends are against projected budgets for the period only. The full year end position will be reported to Moray Council on 27 June 2019.

#### **Position at 31 March 2019**

<b><u>Service</u></b>	<b>Ref Para</b>	<b>Overspend</b>	<b>Underspend</b>
		<b>£000s</b>	<b>£000s</b>
Building Cleaning & Catering	<b>4.4</b>	(55)	
Waste Management	<b>4.5</b>	(404)	
Roads Management	<b>4.6</b>	(62)	
Fleet Services	<b>4.7</b>	(66)	
Traffic and Transportation Management	<b>4.8</b>		367
Consultancy /FRM	<b>4.9</b>		61
Staff Savings Targets	<b>4.10</b>		120

- 4.4 **Major Variance – Building Cleaning and Catering** has an overall overspend of £55,000. Details of variances :-  
**Income shortfall** - £16,000 catering and food supplies as a result of a decrease in uptake leading to less food purchase, £31,000 equipment, maintenance and repair, £13,000 materials and £7,000 underspend on tools and equipment.  
**Overspends** - £41,000 redundancy payments and £15,000 functions income due to a drop in function demand due to central budget saving advice. £61,000 overspend on school meals income was a result of a drop in uptake of primary paid school meals, this could be due to the impact of I Pay system and will be investigated further. Overspend of £2,000 in unpaid school meals. Overspend of £3,000 travel and subsistence which includes a travel allowance for two redeployed staff members from Inveravon Primary (closed) to travel to Glenlivet and Dufftown Community centre to Speyside High.
- 4.5 **Waste Management** – has an overall overspend of £404,000. Details of variances :-  
**Expenditure Underspends** Landfill Tax (monthly) £88,000, Waste Strategy Revenue fund £29,000. Transfer of wheeled bin costs to capital budget £29,000. Green Waste set up costs £7,000.  
**Overspends** - £92,000 redundancies, £68,000 Leachate, Landfill tax charge £145,000, recycling contracts £218,000, Trade waste income £51,000 and Bad debts £13,000.  
**Income:** £12,000 bulky uplift income and bulky uplift (VAT) refund £16,000.
- 4.6 **Roads Management** has an overspend of £62,000 due to winter maintenance.
- 4.7 **Fleet Services** has an overspend of £66,000. This is due to vehicle running costs trackers £22,000, road fund licenses £25,000, accident damage £10,000 and other minor variances £10,000.
- 4.8 **Traffic and Transportation Management** has an overall underspend of £367,000. Main variances are:  
**Underspends** to the budget target by £43,000 in car park maintenance, £20,000 in car park software, £43,000 in harbours infrastructure maintenance relating to timing of works, £12,000 non-domestic rates for harbours, and £26,000 in school transport.  
**Income surplus:** £88,000 in Car Parks income, £72,000 additional harbours income, £30,000 in road construction consent / road closures / reinstatements and £27,000 from Public Transport Unit income.
- 4.9 **Consultancy / FRM** has an overall underspend of £61,000 in infrastructure maintenance.
- 4.10 **Staff savings targets** were underspent by £120,000 due to over recovery of staff vacancy factor.
- 5.1 **DEVELOPMENT SERVICES (ECONOMIC DEVELOPMENT) REVENUE BUDGET**

**REVENUE BUDGET**                      **Position 31 March 2019**

<b>Annual Budget</b>	<b>Actual &amp; Committed 2018-19</b>	<b>Variance 2018-19</b>
<b>£000s</b>	<b>£000s</b>	<b>£000s</b>
775	738	37

5.2 Development Services - Economic Development, the variance to budget is an underspend of £37,000. This underspend comprises of £5,000 Moray Growth deal. £6,000 Moray Economic Partnership, £13,000 Business Gateway, £10,000 Pipe band Championship grant £10,000 and museums £7,000.

**5. DIRECT SERVICES CAPITAL BUDGET TO 31 MARCH 2019**

6.1 **APPENDIX II** details the Direct Services Capital Budget position to 31 March 2019. The total Capital Plan budget of £11.843 million has an actual spend at the end of March 2019 of £10.097million.

6.2 **APPENDIX III** shows the individual projects within the Capital Budget

6.3 A summary of the variances at end of March 2019 from the approved capital programme 2018/19 is as detailed in the table below. Many variances are requested carry forwards to 2019/20 and will be subject to approval from Moray Council Committee on 27 June 2019. Major variances have been further explained in para 6.4 of this report.

<b>Description</b>	<b>Para ref</b>	<b>Underspend / (Overspend) £000</b>
<b>Land &amp; Buildings</b>		
Dallachy Landfill Site		27
Integrated Waste Facility Moycroft	6.4.	366
NESS Energy		(15)
Upgrade recycling centre facilities	6.5	77
Replacement burial grounds – ground investigation Elgin site		10
Replace waterproofing and expansion joints at multi-storey car parks		(1)
<b>Infrastructure</b>		
Road Safety provision	6.6	85
Disability adaptations		0
Road safety barrier provision	6.6	89
New road signs and markings		(6)
Cycling Walking Safer Streets CWSS		0
Carriageway resurfacing/ reconstruction/ surface dressing	6.7	77

Description	Para ref	Underspend / (Overspend) £000
Footways	6.8	108
Drainage and other works	6.8	157
Timber traffic structural works		15
Bridges strengthening and replacement – Tomliath Bridge		9
Bridges strengthening and replacement – Glenlivet Bridge		4
Bridges strengthening and replacement – New Craigellachie Bridge	6.9	(50)
Bridges strengthening and replacement – Glenernie Bridge		5
Logie Bridge		21
Bridges strengthening and replacement – Arthurs Bridge		6
Remote footbridges		24
Seatown Bridge		30
Elgin Transport Strategy		0
Sustainable Travel ERDF Speyside Way		0
Sustainable Travel ERDF Electric Car Charge Points		0
Street Lighting – Replace SOX and SON street lights with LED lights	6.10	112
Replacement columns and lights		18
Flood Risk Management FRM - Portgordon	6.11	24
FRM – Lossiemouth Seatown	6.11	53
FRM – Dallas	6.11	(24)
FRM – Newmill		(1)
FRM – Elgin FAS	6.11	113
Forres ( River Findhorn & Pilmuir) FAS	6.11	128
Harbours – replacement of life expired elements and upgrade - Buckie	6.12	(171)
Harbours – replacement of life expired elements and upgrade - Burghead		(2)
Harbours – replacement of life expired elements and upgrade - Findochty		16
Harbours – replacement of life expired elements and upgrade – Portknockie Landslip	6.12	144
Harbours – Economic Development	6.13	28
Buckie Harbour Infrastructure Improvement – Buckie Ice Plant	6.13	132
<b>Vehicles, Plant and Equipment</b>		
Vehicle & plant replacement programme	6.14	126
G- PaTRA		7
Childrens Play Areas(Parkland)		1
Facilities Management Equipment		(12)
Domestic & Trade Waste Bins		0
Upgrade of containers at recycling centres		0
New Car Parking machines		5
Traffic Data Collection Equipment		1

Description	Para ref	Underspend / (Overspend) £000
Traffic Signal Replacement Forres		5
Pool car Booking System		5
Electric car Charge Points		0
<b>TOTAL VARIANCE FROM CAPITAL PLAN</b>		<b>1,746</b>

- 6.4. Moycroft Integrated Waste Facility is a project spanning more than 1 financial year and further details of spend are shown in **APPENDIX IV** of this report.
- 6.5 Upgrading Recycling Centre facilities has an underspend of £77,000. Upgrade projects were put on hold due to possible closure of Gollachy recycling Centre which is in need of an upgrade.
- 6.6 Road safety provision has an underspend of £85,000. Transportation – traffic had intended to use some of this budget to match fund with grant funding from Sustrans on delivering a signalised junction in Lossiemouth. However, during the course of scheme development agreement could not be reached on the detail of the scheme and it is intended that allocated budget will be carry forward to 2019/20 subject to agreement of Council on 27 June 2019. Also, a vehicle activated sign warning of pedestrians crossing on the B9040 was expected to be installed, but delays with the manufacturer have also meant expected deferral to 2019/20. Road safety barriers has an underspend of £89,000. A new model for reprioritising repairs and replacement barriers has been developed and a prioritised list was finalised early this year. It is intended that the full budget variance will be carried forward to 2019/20, subject to agreement of Council on the 27 June 2019 and spent in full that year.
- 6.7 Carriageway resurfacing / reconstruction/ surface dressing budget has a small underspend of £77,000 against a budget of over £2million. This is attributed to the fact that we carried out less pre patching across some of the sites than originally forecast. A number of forestry funded recycled roads have been surface dressed this year which didn't require any pre patching prior to the surfacing works being completed.
- 6.8 The reported underspends in the footways and drainage works is mainly down to works being prioritised as much as possible during the year to ensure works were completed on our carriageways. Footway maintenance will be given greater priority in 2019/10. We also received additional grant funding from STTS Strategic Timber Transport Scheme of £394,000 which has been invested into our road network and complimented our own carriageway budget.
- 6.9 Tenders for the work to refurbish Craigellachie Bridge are currently being assessed and work is expected to start on site in August this year. An overspend of £50,000 for 2018/19 is shown in Section 6.3. This money was used to cover the cost of early work to jack up the bridge to make it fully operational after a fractured bearing was identified. Based on the tender

assessment, the overall cost of the refurbishment, including the early spend, is expected to be within the original budget.

- 6.10 Street Lighting – The budget for the replacement of SOX and SON streetlights with energy efficient LED units has an underspend of £112,000. This is as a result of installing slightly less units during the year (4,751) against the predicted target of 5,000. In addition, operational efficiencies through buying the units in bulk has led to a reduced unit price per lantern.
- 6.11 The studies undertaken to investigate the potential of providing Flood Protection Schemes at Lossiemouth Seatown and Portgordon are complete and the findings of these studies is the subject of a separate report to this Committee. Construction of the Flood Protection Schemes at Dallas and Newmill is complete and these schemes are now operational. The Schemes at Elgin and Forres (River Findhorn and Pilmuir) are operational but there are compensation claims that need to be agreed before these budgets can be closed.
- 6.12 The work to the North Pier at Buckie Harbour is ongoing. £251,000 of the budget for this work was deferred from 2018/19 into this financial year but due to agreement of Compensation Events in late March this is showing as an overspend of £171,000 in section 6.3. The work at Buckie is still within the original budget and this is not expected to change. The work to repair landslips at Portknockie started approximately one month later than planned, which is why an underspend of £144,000 for 2018/19 is shown in section 6.3. The work at Portknockie is expected to be complete by the end of August and is currently expected to be within the original budget.
- 6.13 Harbours Economic Development has an underspend of £28,000. Works to refurbish guttering and trims at Buckie Fishmarket Building which are being carried out by the Property section are still not complete. However works are expected to be completed by the end of June 2019. Buckie Harbour Infrastructure Improvement –Buckie Ice Plant has an underspend of £132,000 as no decision has been taken on the European Maritime and Fisheries Fund (**EMFF**) funding application. If approval is given, the budget allocation will be requested to be carry forward to 2019/20 subject to approval by Moray Council on 27 June 2019.
- 6.14 The vehicle plant and replacement programme has an underspend of £126,000. This is due to late delivery of 3 items of plant that were ordered in 2018. These items have now just been delivered so the capital is requested to be carried forward to 2019/20 subject to approval by Moray Council on 27 June 2019.

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

- 7.1 Budget managers have been requested to identify any specific areas of risk for the projects in the Capital Plan for which they are responsible.
- 7.2 The main risk for the vehicle replacement programme is manufacturers failing to deliver to agreed timescales.

- 7.3 Land compensation claims remain a risk for the major flood alleviation scheme at Forres.
- 7.4 Poor weather conditions can impact project timescales, as identified for Roads Drainage works and harbours renovation works.
- 7.5 Lack of staff resources and staff turnover can impact on project timescales.
- 7.6 Other emerging work priorities can impact on scheduled works.
- 7.7 Some projects have been deferred in response to the council's financial situation. There is a risk that contract inflation might increase the eventual cost of these projects and a risk that any deferment of projects relating to asset condition might result in element failure.

## **8. SUMMARY OF IMPLICATIONS**

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

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

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

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

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

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

Direct Services Revenue spend to 31 March 2019 is £24,448,000 against a budget of £24,414,000 giving an overspend of £34,000.

Development Services - Economic Development Revenue spend to 31 March 2019 is £738,000 against a budget of £775,000 giving a underspend variance of £37,000.

Direct Services Capital spend is £10.097 million to 31 March 2019.

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

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

**(e) Staffing Implications**

There are no staffing implications arising from this report.

**(f) Property**

There are no Property implications arising from this report

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

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

**(h) Consultations**

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

**9. CONCLUSION**

**9.1 This report sets out the budget monitoring position and comments on variances for the Direct Services and Development Services (Economic Development) Capital and Revenue Budget for the period to 31 March 2019.**

Author of Report: Nichola Urquhart, Quality Management Systems Officer

Background Papers:

Ref:



**DIRECT SERVICES REVENUE BUDGET PROGRESS  
PERIOD TO 31 MARCH 2019**

<b>Service</b>	<b>Budget 2018-19</b>	<b>Actual 2018-19</b>	<b>Variance 2018-19</b>
	<b>£000s</b>	<b>£000s</b>	<b>£000s</b>
Building Cleaning & Catering	5,040	5,095	-55
Waste Management	7,580	7,984	-404
Direct Services Admin /Quality Assurance	307	313	-6
Lands and Parks/Countryside Amenities/Access	1,279	1,264	15
Roads Management	3,939	4,001	-62
Fleet Services	-44	22	-66
Traffic & Transportation Mgmt	5,235	4,868	367
Flood Risk Management	789	728	61
Staff Saving Targets	120	0	120
Direct Services Directorate	169	173	-4
<b>Total Direct Services</b>	<b>24,414</b>	<b>24,448</b>	<b>-34</b>



## APPENDIX II DIRECT SERVICES CAPITAL BUDGET PROGRESS – PERIOD TO 31 MARCH 2019

Service Description	Total Number of Projects	Current Capital Plan Budget 2018 - 2019	Actual 31 March 2019	Variance
		£000s	£000s	£000s
Vehicle Plant and Equipment	11	2,424	2,286	138
Lands and Buildings (Direct Services Only)	6	1,438	974	464
Infrastructure	31	7,981	6,837	1,144
<b>Total</b>	<b>48</b>	<b>11,843</b>	<b>10,097</b>	<b>1,746</b>



## CAPITAL PROJECTS

## APPENDIX III

Direct Services Capital Programme	Capital Plan 2018-19	Actual Expenditure 31 March 2019	Variance	
2018 / 2019	£000	£000	£000	
Vehicle & plant replacement programme	1,788	1,662	126	Roads Maintenance
G-PaTRA / Green Bus Fund – purchase of electric bus	290	283	7	Transportation
Children's Play Areas (Parkland)	61	60	1	Environmental Protection
Facilities Management Equipment	13	25	(12)	Environmental Protection
Domestic & Trade Waste Bins	35	35	0	Environmental Protection
Upgrade of containers at recycling centres	4	4	0	Environmental Protection
New Car Parking Machines	160	155	5	Transportation
Traffic Data Collection Equipment	11	10	1	Transportation
Traffic signal replacement Forres	5	0	5	Transportation
Pool Car Booking System	20	15	5	Roads Maintenance

Electric Car Charge Points	37	37	0	Transportation
<b>Direct Services Capital Programme 2018 / 2019</b>	<b>Capital Plan 2018-19</b>	<b>Actual Expenditure 31 March 2019</b>	<b>Variance</b>	
	<b>£000</b>	<b>£000</b>	<b>£000</b>	
Waste Management-New landfill cells, capping and reinstatement	148	121	27	Environmental Protection
Integrated Waste Management Facility	674	308	366	Environmental Protection
Waste Mgt- NESS Energy	514	529	(15)	Environmental Protection
Waste Mgt.- Upgrade Recycling Centre facilities	91	14	77	Environmental Protection
Replacement burial grounds – ground investigation Elgin Site	11	1	10	Environmental Protection
Replace waterproofing and expansion joints at multi storey car parks	0	1	(1)	Consultancy
Road Safety Provision	90	5	85	Transportation
Disability adaptations	70	70	0	Transportation
Road safety barrier provision	158	69	89	Consultancy

New road signs and markings	30	36	(6)	Transportation
CWSS Cycling Walking Safer Streets	131	131	0	Transportation
Carriageway resurfacing/ reconstruction/ surface dressing	2,042	1,965	77	Roads Maintenance
Footways	300	192	108	Roads Maintenance
Drainage and other works	460	303	157	Roads Maintenance
Timber Traffic structural works	670	655	15	Roads Maintenance
U97H Tomliath Bridge	10	1	9	Consultancy
B9136 Glenlivet Bridge	5	1	4	Consultancy
A941 New Craigellachie Bridge	25	75	(50)	Consultancy
A940 Glenernie Bridge	150	145	5	Consultancy
B9007 Logie Bridge	150	129	21	Consultancy
Arthurs bridge	34	28	6	Consultancy
Remote footbridges	27	3	24	Consultancy
Elgin Transport Strategy	216	216	0	Transportation
Sustainable travel ERDF Speyside Way	5	5	0	Transportation
Sustainable Travel ERDF Elec car charge points	51	51	0	Transportation
Street Lighting - Replace SOX and SON street lights with LED Lights	1,034	922	112	Roads Maintenance
Street Lighting- Replacement columns and	725	707	18	Roads Maintenance

lights				
Portgordon	40	16	24	Consultancy
Lossiemouth Seatown	90	37	53	Consultancy
Dallas	0	24	(24)	Consultancy
Newmill	0	1	(1)	Consultancy
Elgin FAS	100	(13)	113	Consultancy
Forres ( River Findhorn & Pilmuir ) FAS	150	22	128	Consultancy
Buckie	450	621	(171)	Consultancy
Burghead	8	10	(2)	Consultancy
Findochty	61	45	16	Consultancy
Portknockie landslip	500	356	144	Consultancy
Economic Development	67	39	28	Transportation
Buckie Harbour Infrastructure Improvements – Ice Plant and Fuel Tank	132	0	132	Transportation

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

Major Capital Projects spanning more than 1 financial year as at 31 March 2019

APPENDIX IV

Description	Approved Budget	Total Expenditure in previous financial years	Current 2018-19 Budget	Actual spend to 2018-19	Remaining Budget 2018-19	Project Spend to 31/03/19	Life to Projected Future Years Budget Required	Estimated Final Cost	Projected Budget Variance
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
LED Street lighting replacement programme	5,000	2,195	1,034	922	112	3,117	1,100	4,217	783
Moycroft Integrated Waste Facility	3,032	58	674	308	366	366	2,300	3,032	0
<b>Total</b>	<b>8,032</b>	<b>2,253</b>	<b>1,708</b>	<b>1,230</b>	<b>478</b>	<b>3,483</b>	<b>3,400</b>	<b>7,249</b>	<b>783</b>






---

**REPORT TO: ECONOMIC DEVELOPMENT AND INFRASTRUCTURE  
SERVICES COMMITTEE ON 11 JUNE 2019**

**SUBJECT: PERFORMANCE REPORT (DIRECT SERVICES) – HALF YEAR  
TO MARCH 2019**

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

**1. REASON FOR REPORT**

- 1.1 To inform the Committee of the performance of the service for the period from 1 October 2018 to 31 March 2019.
- 1.2 This report is submitted to Committee in terms of Section III (F) (33) of the Council's Scheme of Administration relating to developing and monitoring the Council's Performance Management Framework for the Economic Development and Infrastructure Services.

**2. RECOMMENDATION**

**2.1 It is recommended that Committee:**

- (i) scrutinises performance against Economic Development, Planning and Infrastructure Performance Indicators, Service Plan and Complaints to the end of March 2019 as outlined;**
- (ii) welcomes good performance as indicated in the report;**
- (iii) notes the actions being taken to improve performance where required.**

**3. BACKGROUND**

- 3.1 The Policy and Resources Committee, at its meeting on 27 April 2010 (Para 12 of the minute refers), approved the development of a quarterly monitoring document which will provide supporting information for the Performance Management Framework. The half-yearly performance report refers to this document. The document includes performance indicators, service plan and complaints data (including codes as referred to in section 5 of this report), and can be found at:

#### 4. **SUMMARY OF PERFORMANCE**

##### **Performance Indicators**

- 4.1 A list of all indicators reported to this committee is given in **APPENDIX 1**. This list includes targets and data for both the last three years and last five quarters. The table below summarises performance at the end of quarter 4.

<b>Service</b>	<b>No. of Indicators</b>	<b>Green Performing Well</b>	<b>Amber Close Monitoring</b>	<b>Red Action Required</b>	<b>Data Unknown at this stage</b>	<b>Data Only</b>
Consultancy	3	3	0	0	0	
Environmental Protection	15	3	4	1	5	2
Roads Maintenance	15	8	2	1	2	2
Transportation	27	8	0	2	5	12
<b>Total no of indicators</b>	<b>60</b>	<b>22</b>	<b>6</b>	<b>4</b>	<b>12</b>	<b>16</b>
<b>Indicators with data available against target at end of Quarter 4</b>	<b>32</b>	<b>69%</b>	<b>19%</b>	<b>12%</b>		

- 4.2 All 60 indicators for Direct Services are due to report data at the end of quarter 4. 16 are data only with no target. Of the 32 with data available against target, 22 are performing well, 6 require close monitoring while 4 require action.

- 4.3 12 indicators have no data available to report. 9 of these relate to Customer Satisfaction rates. Limited customer satisfaction surveys have been undertaken this year by Direct Services due to finding a suitable replacement for the citizen panel, however work has been ongoing within the Service Plan to review methods and options available to the Service externally, paragraph 5.22 refers.

##### **Service Plan**

<b>Number of Actions</b>	<b>Completed - Expected by end quarter 4</b>	<b>Completed - Actual by end quarter 4</b>	<b>Postponed</b>	<b>Overdue at end quarter 4</b>
28	20	15	2	3

- 4.4 Of the 28 actions within the 2018/19 Service Plan for Direct Services, 20 were due to be completed by the end of March 2019. 15 are noted as having been completed on time while 2 have been postponed and will be included in the Service Plan for 2019/20. Of the 3 overdue, 2 are currently sitting at over 90% complete. Overall, progress of the Service Plan for 2018/19 has been recorded as 79% complete.

## Complaints

- 4.5 During the half year to the end of March 2019, Direct Services received 145 complaints. 149 were closed during the same period. These numbers differ as some complaints that have been closed, were received in previous quarters. Of the closed complaints, 147 (99%) were dealt with at the frontline stage, 2 went to the investigative stage (1%) while no complaints were escalated. 35 of the frontline complaints were upheld (24%) while both investigative complaints were closed as not upheld. Along with these complaints, 69 MP/MSP enquiries were also received and dealt with.

## 5. PERFORMANCE ANALYSIS

### Areas of good performance – Performance Indicators

#### Consultancy

- 5.1 Envdr248 “% of projects which were within target budget”.  
At the end of 2018/19, this indicator has been reported as 100% with all capital projects delivered within budget; an improvement of 10% against both the target and performance in 2016/17 and 2017/18.

#### Environmental Protection – Lands & Parks/Countryside/Access

- 5.2 Envdr214 “Cost of parks and open spaces per 1,000 population” and Envdr215 “% of adults satisfied with parks and open spaces”.  
In Moray, the cost of parks and open spaces per 1,000 population in 2017/18 (the latest data available) was £11,213; a saving of £2,402 from the previous year and £3,787 less than the annual target. Within the Local Government Benchmarking Framework (LGBF), Moray is now placed as 6<sup>th</sup> in Scotland (where 1 has the lowest costs); an improvement of 1 place from 2016/17. Against these savings, the satisfaction rate with parks and open spaces has remained high. According to Scottish Household Survey results for 2017, 87% of those interviewed were satisfied with greenspaces in their area; 12% above target and 13% higher than the Scottish average.

#### Roads Maintenance - Fleet Services

- 5.3 Envdr130c “% Occasions where vehicles were available for use”.  
This indicator has continued to perform well with the proportion of vehicles available exceeding target during both quarters 3 and 4 and 2018/19 as a whole.

#### Roads Maintenance

- 5.4 Envdr136a “% Emergency repairs made safe within 2 hours” and Envdr136b “% Priority 1 repairs completed within 3 working days”.  
During the second half of 2018/19, all emergency repairs in Moray were made safe within 2 hours. Although the proportion annually has recorded a slight decline compared to previous years, the target has still been exceeded by 4.2%. Priority 1 repairs improved between quarter 3 and 4. For the year as a

whole, this indicator exceeded target by 7.8%; a rise of 2% against both 2016/17 and 2017/18 data.

- 5.5 SENVO4a “Cost of maintenance per kilometre of road”.  
From LGBF data, the cost of maintenance per kilometre of road in 2017/18 in Moray was £6,627. This is an increase of £452 per kilometre from the previous year however costs remain significantly lower than the £10,791 target. In terms of Moray’s ranking within the LGBF, there has been a fall of 1 place to 6<sup>th</sup> in Scotland (where 1 is the lowest) however Moray continues to have the lowest costs within its benchmarking group and is £3,920 lower than the Scottish average.

#### Transportation – Car Parks

- 5.6 Envdr232 “Average occupancy of all paid car parks in Elgin”.  
Average occupancy of paid car parks in Elgin in quarter 3 was recorded at 59%, the highest occupancy rate since this indicator was introduced in 2013. Occupancy did fall in quarter 4 to 52% however this was still 6% higher compared to quarter 4 2017/18. For 2018/19 as a whole, average occupancy was 55%; again this is the highest rate recorded since 2013 and is 5% above the set target.
- 5.7 Envdr233 “Net income from Elgin Pay & Display car parks after maintenance expenses”.  
In May 2018, a revised charging structure was introduced in a number of car parks in Elgin. This, along with the increase in average occupancy noted above, has led to net income from paid car parks rising 43% from £599,875 in 2017/18 to £857,288 in 2018/19.

#### Transportation – Statutory & General Transportation

- 5.8 Envdr252 “% of planning applications returned to the planning department within target time”.  
During quarter 4, 92.8% of all planning applications received had been returned to the planning department within the set target time. Annually the return rate was 91.8%, the highest rate since 2013/14 and 11.8% above target.

#### Transportation – Traffic Management

- 5.9 Envdr247 “Number of schools completing the Hands Up Survey”.  
The number of schools participating in the survey has increased this year from 48 in 2017/18 to 77. Final school level data is yet to be published however having more schools involved in the survey will provide a better understanding of how children in Moray travel to school and nursery and will allow for more effective planning for any future initiatives.
- 5.10 Envdr265 “Number of times the car charger points are used”.  
Compared to 2017/18, the number of times car charger points have been used this year has increased by 85% from 546 to 1010. In Autumn 2018/19, 2 additional car charger points were added in Elgin; Ladyhill and Northport. Ladyhill has proved a particularly popular site registering 306 uses since it came online. Looking at the more established charging points, all sites have

recorded an increase in usage this year with the exception of Lossiemouth Station car park.

### **Areas of good performance – Service Plan**

- 5.11 DirS18-19 P3.2 “Transportation – Review implementation of Elgin Parking Strategy Phase 1”.  
During 2018/19, phase 1 of the Elgin Parking Strategy has been implemented. As identified in paragraphs 5.6 and 5.7 this has proved to be a success with average occupancy of car parks in Elgin being above target while net income has exceeded expectations rising 43%.
- 5.12 DirS18-19 P3.4 “Transport Bill – Opportunities for improved connectivity”  
All actions that can be undertaken by Transportation this year have been completed. Opportunities for improved connectivity as a result of the Transport Bill will continue as an action within the Service Plan 2019/20.
- 5.13 DirS18-19 P3.6 “Bridges – Asset Management Plan”  
An asset management plan has been developed and implemented for the maintenance and renewal of bridges on the road network in line with nationally agreed standards.
- 5.14 DirS18-19 P3.9 “School Meals – Digital Implementation rolled out to all Primary Schools”  
The roll out to all schools of the cashless catering system, iPay, was completed as expected by the end of October 2018.
- 5.15 DirS18-19 P4.3 “Waste Staff Restructure” and DirS18-19 P4.4 “Waste Management Review of Processes”.  
In line with the introduction of three weekly kerbside collections for landfill waste, a staff restructure was completed successfully. A management review of all processes has also been undertaken with refinements and customer information updated as required.
- 5.16 DirS18-19 P4.11 “Implementation of electric vehicles”  
During 2018/19, grant funding was used to provide 8 additional electric vehicles in Moray; 3 more than the target of 5. All were paid for using available grant funding.
- 5.17 DirS18-19 P4.12 “LED Street Lighting”.  
By the end of 2018/19, 4,751 LED Units have been installed in Moray. Although this is slightly less than the 5,000 units planned, an underspend of £132,000 has been achieved and the project overall is on track to be completed as planned in 2019/20.
- 5.18 DirS18-19 P4.13 “Health & Safety – Roads Maintenance”  
An improvement plan has been developed and shared with staff during Health & Safety meetings and staff briefing sessions.
- 5.19 DirS18-19 P4.14 “Roads and Dredger – Options for shared use of our dredger”.  
Options for shared use of the Dredger have been agreed with partner authorities in the Northern Roads Collaboration Committee (NRCC). These

arrangements will assist in reducing overhead costs for Moray Council and will contribute to meeting the Dredger business case.

5.20 DirS18-19 P4.15 “Office Accommodation (Ashgrove)” and DirS18-19 P4.16 “Fleet Services Redesign”

A review has been undertaken of Office Accommodation with rationalisation and repair works ongoing. Fleet Services has also been reorganised with the new structure approved and in place.

5.21 DirS18-19 P4.17 “Roads Inspection Process”

A review of the Roads Maintenance Inspection process has been completed. Arrangements are now in place for a revised process to begin from 01 April 2019.

5.22 DirS18-19 P4.18 “Customer Feedback”

In the absence of the Citizen’s Panel, an action was included in this years’ Service Plan to review customer satisfaction methods and the availability of any external customer satisfaction surveys. This has been completed but focussing on Customer Feedback will continue as an action in the Service Plan for 2019/20. Examples of alternative surveys include use of direct feedback from Dial-A-Bus users, national coordinated surveys for Roads services and feedback from internal clients for Consultancy services.

### **Areas identified for improvement – Performance Indicators**

#### Environmental Protection – Building Cleaning & Catering

5.23 Envdr071 “% Primary school pupils taking school meals – uptake in all primary school meals” and Envdr249 “Primary school pupils taking school meals – uptake in primary school meals for primaries 1, 2 & 3”.

The uptake of primary school meals and also specifically with primaries 1-3, have both declined during the second half of 2018/19 and are reported below target. Some issues remain with the recording of free meals within the iPay system and there were snow days and activities week affecting school attendances. However, these declines have coincided with the introduction of a new school meals menu. To address this, a 2 choice menu on a 4 week cycle is being trialled in 7 primary schools across Moray during the summer term. The success of this new menu will be analysed on completion of the trial.

#### Environmental Protection – Waste Management

5.24 Envdr069 “% of total waste arising that is recycled (% diverted from landfill).

Data for 2018/19 is yet to be fully confirmed however initial figures suggest the proportion of total waste that was recycled this year has fallen from 57.9% in 2017/18 to 53.1%. Although this is a decline of 4.8%, Moray remains above the latest available Scottish average of 45.6% (2017/18).

5.25 Further analysis will be undertaken to confirm recycling rates and to assess the impact of the 3 weekly collections for green bins. This will be reported with the next performance report that will cover data to the end of September 2019.

- 5.26 Envdr218 “Net cost of street cleaning per 1,000 population”.  
From the most recent LGBF data published in February 2019, the net cost per 1,000 population for street cleaning in Moray was £7,893. Although this is an increase of £222 from 2016/17, it is only £13 above target. Moray’s ranking in Scotland has fallen two places to number 4 (where 1 is the authority with the lowest costs) however Moray remains the lowest within its benchmarking group with costs nearly half the Scottish average of £15,551.
- 5.27 SENV02a “Net waste disposal cost per premise”.  
The net waste disposal cost per premise in Moray was published by the LGBF as £100.27; £5.21 above target and £1.85 more than the Scottish average. This figure places Moray as 22<sup>nd</sup> in the LGBF rankings (where 1 is the authority with the lowest cost) a decline of 3 places since 2016/17.
- 5.28 When “net cost of waste disposal per premise” is combined with “net cost of waste collection per premises”, the total cost to Moray is £149.28 per premise. This is £15.12 lower than the Scottish average and ranks Moray in 9<sup>th</sup> place within the LGBF. This combined indicator is a better measure of performance as Moray Council offers a more expensive collection system given the number of separate bins collected from the kerbside however our disposal costs are lower compared with other authorities who have more expensive sorting facilities.

#### Roads Maintenance - Fleet Services

- 5.29 Envdr223 “Unit cost per vehicle and plant maintenance”.  
The unit cost of maintaining the council fleet has increased during quarter 4 however this was mainly due to annual overhauls and winter maintenance. Compared to the same quarter last year, costs have only increased by £1 and annually the cost is in line with previous years.
- 5.30 Envdr259 “Average mileage of pool cars”.  
The average mileage of pool cars in 2018/19 was 10,581; 9% less than in 2017/18 and 12% below the annual target. The implementation of the new booking system to tackle the issue of block booking has continued however there have been delays due to supplier issues. This system is now expected to launch in August 2019.
- 5.31 Alongside this fall in the average mileage undertaken by pool cars, personal mileage claims made by staff to Payroll have also recorded a decline. Between 2017/18 and 2018/19, the number of claims made fell by 8% while the value of these claims fell by 7%.

#### Roads Maintenance

- 5.32 SRL1a “Percentage of A class roads that should be considered for maintenance treatment”.  
In the last year, there has been a 2.7% rise in the proportion of A class roads that should be considered for maintenance treatment. This takes this performance indicator to 2% above target. As a result of this, Moray Council’s ranking amongst all other local authorities in Scotland fell from 15<sup>th</sup> place in 2017/18 to 21<sup>st</sup> in 2018/19.

## Transportation – Public Transport

- 5.33 Envdr240 “Gross unit cost per passenger per trip of school transport”. The gross unit cost per passenger has increased this year to £4.23, £0.05 higher than last year and £0.63 above target. Due to the retendering process in the second half of 2018/19, the gross unit cost this year does cover a mixture of contracts all working to different budgets however it is anticipated that savings will be achieved with school transport in 2019/20 due to this retendering.
- 5.34 Envdr257 “Net unit cost per passenger per trip of the Dial-M Service”. Cost per passenger for Dial-M Services has increased throughout 2018/19 with the annual cost at £3.76; £0.77 higher than 2017/18 and £0.51 above target. Overall these services have maintained positive customer numbers with revenue only marginally lower than in previous years. Speyside has been identified as an area requiring some work to promote the service. This will form the basis of an action within the 2019/20 Service Plan.

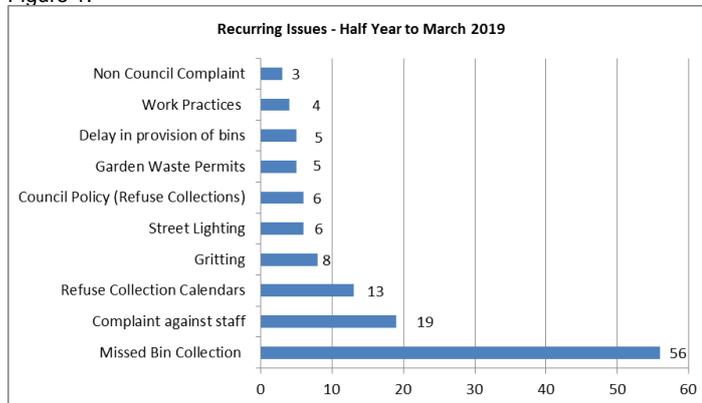
### **Areas identified for improvement – Service Plan**

- 5.35 DirS18-19 P3.1 “Complete 5 year review of Core Paths Plan”. Work on this action is currently ongoing with Legal Services and is noted as 90% complete.
- 5.36 DirS18-19 P3.7 “Open space – Management Plan for Sanquhar Loch”. This action is currently reported as 95% complete. Consultation with the wider community has taken place and a draft plan has been submitted for approval at this committee. Once approval has been confirmed, this action will be complete.
- 5.37 DirS18-19 P4.9 “Maintaining an efficient road network”. This action is currently reported as 75% complete. An updated Road Asset Management Plan was presented to this committee on 19 February 2019, (paragraph 7 of the Minute refers). All comments and recommendations in this Plan were noted and agreed. Following on from presentations by 2 IT suppliers, a wider system review is now ongoing.
- 5.38 Two actions from the 2018/19 Service Plan relating to Waste Management have not progressed as planned this year; DirS18-19 P3.10 “Litter Prevention – Roadside Litter” and DirS18-19 P4.7 “Introduction of a national competency tool for frontline employees”. Due to the recent changes introduced to the service (3 weekly collections and brown bin permits) and the resulting restructure, the decision was taken to defer both until the 2019/20 Service Plan.

## **Complaints**

- 5.39 During quarters 3 and 4 2018/19, Direct Services received 145 complaints; 22% more than during the preceding two quarters. Figure 1 below shows the issues that have been the most complained about during the second half of the year.

Figure 1:



- 5.40 Missed bin collections continue to be the most complained about issue with 56 complaints relating to this (39%). However of these 56 complaints, 11 were identified as being due to householder error while a further 6 related to issues out with the department's control (e.g. weather). Whilst the service endeavours to reduce the number of missed bin collections, it is worth noting that Moray Council empties nearly 6 million household bins per year.
- 5.41 Of the 19 complaints against staff, 15 related to issues with staff conduct. Of these 15 complaints, 8 were not upheld. With the 7 others, staff members involved have been reminded of appropriate work practices.

## **6. 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 the Moray 10 Year Plan.

### **(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) Consultations**

The Head of Direct Services, Corporate Director (Economic Development Planning and Infrastructure), Service Managers, the Equal Opportunities Officer, and Lissa Rowan, Committee Services Officer have been consulted with any comments received incorporated into this report.

**7. CONCLUSION**

- 7.1 At the end of March 2019, 69% of Direct Services performance indicators have shown good performance against target. Work is ongoing with those requiring improvement and for those indicators where data was not available. The Service Plan for 2018/19 is currently at 79% complete with only 3 actions overdue by the end of the year. Work on these actions will continue into 2019/20.

Author of Report: Suzanne Wilson  
Background Papers: Held by Suzanne Wilson, Research & Information Officer  
Ref:

### Consultancy Engineering Design Services

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	Envdr206 Bridge Condition Index (average of the 379 Bridges in Moray) - A general inspection of each bridge is scheduled every 2 years.	87	86.93	87.04	87.01	Not measured for Quarters						
Local	Envdr207 % of responses to Planning Consultation on Flooding and Drainage that are responded to within 14 days	100%	98.8%	100%	100%	Not measured for Quarters					All consultations responded to within 14 day response period. 	
Local	Envdr248 % of projects which were within target budget	90%	90%	90%	100%	Not measured for Quarters					All Capital Projects were delivered within budget. 	

### Environmental Protection Building Cleaning & Catering

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	ENVDR071 % Primary School Pupils taking School Meals - Uptake in Primary School Meals	60%	63.9%	60.9%	56.3%	60.9%	60%	N/A	54.8%	54.1%	Uptake of Primary School Meals has recorded a decline for the second consecutive quarter. Some issues remain with the recording of free meals in the new iPay system and some snow days earlier in the year along with P7 activities weeks may also have affected uptake. However, as stated previously, these declines have been recorded at a time when a new menu has been introduced. A trial of a new 2 choice menu on a 4 week cycle will be undertaken in 7 primary schools across Moray during the summer term. It is hoped this new menu will lead to an increase in uptake of Primary School Meals while continuing to meet all Scottish Government guidelines. 	
Local	Envdr211 Food cost per school meal (Primary School)	£0.80	£0.67	£0.76		£0.76	£0.74	£0.78	£0.72	N/A	Quarter 4 food cost per school meal (Primary) is not yet available. 	
Local	Envdr213 Unit cost per 100 square metres for Building Cleaning	£4.70	£4.92	£4.91	N/A	Not measured for Quarters					Figure for unit cost per 100 sqm for building cleaning not yet available. 	

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	Envdr249 % Primary School Pupils taking School Meals - Uptake in Primary School Meals for Primary 1,2 &3	75%	78.2%	77.2%	74.6%	76.9%	78.1%	N/A	73.1%	72.6%	Uptake of Primary School Meals has recorded a decline for the second consecutive quarter. Some issues remain with the recording of free meals in the new iPay system however, as stated previously, these declines have been recorded at a time when a new menu has been introduced. A trial of a new 2 choice menu on a 4 week cycle will be undertaken in 7 primary schools across Moray during the summer term. It is hoped this new menu will lead to an increase in uptake of Primary School Meals while continuing to meet all Scottish Government guidelines.	
Local	Envdr212a Customer Satisfaction rating of building cleaning services				N/A	Not measured for Quarters				No customer satisfaction survey undertaken in relation to building cleaning services in 2018/19.		
Local	Envdr212b Customer Satisfaction rating of catering services				N/A	Not measured for Quarters				No customer satisfaction survey undertaken for catering services in 2018/19.		

### Environmental Protection Lands & Parks/Countryside/Access

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Nat(b)	Envdr214 Cost of parks and open spaces per 1,000 population	£15,000	£13,615	£11,213		Not measured for Quarters				LGBF 2017/18 data published in February 2019 has the cost of parks and open spaces in Moray as £11,213 per 1,000 population, a fall of £2,402 from the previous year. In terms of ranking, Moray is now 6th in Scotland; 1 place higher than 2016/17.		
Nat(b)	Envdr215 Percentage of adults satisfied with parks and open spaces	75%	87%	87%		Not measured for Quarters				From the Scottish Household Survey 2017 results, published in December 2018, 87% of adults questioned stated they were satisfied with their local greenspace; 13% higher than the Scottish average of 74%.		

Environmental Protection  
Waste Management

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Nat(b)	ENVDR069 Percentage of total waste arising that is recycled (percentage of waste diverted from landfill)	60%	59.1%	57.9%	53.1%	Not measured for Quarters					In 2018/19, the proportion of total waste that was recycled has fallen to 53.1%, a decline of 4.8% from 2017/18. NB: This data is yet to be fully confirmed by Waste Management.	
Nat(b)	Envdr218 Net cost of street cleaning per 1,000 population	£7,800	£7,671	£7,893		Not measured for Quarters					LGBF data for 2017/18 published in February 2019 has net cost per 1,000 population as £7,893. Moray's ranking in Scotland has fallen two places this year to 4th (where 1 is the lowest).	
Nat(b)	Envdr220 Percentage of adults satisfied with refuse collection	93%	87%	88%	N/A	Not measured for Quarters					No survey undertaken in relation in satisfaction rates with refuse collections in 2018/19.	
Nat(b)	Envdr221 Percentage of adults satisfied with street cleaning	70%	66%	61%	N/A	Not measured for Quarters					No survey undertaken in relation to satisfaction rates of street cleaning in 2018/19.	
Nat(b)	SENV01a Net cost of Waste collection per premise	£65.91	£49.26	£49.01		Not measured for Quarters					LGBF data for 2017/18 published February 2019 has the net cost of waste collection in Moray per premise as £49.01. This ranks Moray in 5th place in Scotland (where 1 is the lowest cost); up 1 place from 2016/17.	
Nat(b)	SENV02a Net waste disposal cost per premises	£95.06	£98.40	£100.27		Not measured for Quarters					LGBF data for 2017/18 published February 2019 has waste disposal costs per premise in Moray at £100.27. Moray has fallen 3 places from 2016/17, to be ranked 22nd in Scotland (where 1 is the lowest cost).	
Nat	SENV03c Street Cleanliness Score for Acceptable Cleanliness	85	N/A	N/A		Not measured for Quarters					No data for 2017/18 published by the LGBF for Moray	

Roads Maintenance  
Fleet Services

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	ENVDR130c % Occasions where vehicles were available for use	94.50%	97.15%	97.05%	95.90%	97.42%	96.60%	95.75%	94.62%	96.71%	This indicator has continued to perform well with the proportion of vehicles available for use during quarter 4 exceeding target by 2.21%.	
Local	ENVDR223 Unit cost per vehicle and plant maintenance (weighted)	£205	£775	£763	£766	£211	£205	£177	£172	£212	The unit cost of maintaining the council vehicle fleet increased this quarter. This is mainly due to increased annual overhauls and winter maintenance for operational duties. Annually however the cost is similar to previous financial years.	
Local	ENVDR224 Net savings for Pool Cars	£190,000	£235,441	£286,365		Not measured for Quarters					End of year data still to be provided by Finance. Total miles covered by pool cars for 2018/19 = 1,272,949.	
Local	ENVDR225 % of Customers satisfied with Fleet Services		N/A	N/A	N/A	Not measured for Quarters					No survey in 2018/19	
Local	ENVDR259 Average mileage of Pool Cars	12,000	11,510	11,609	10,581	2,963	3,017	2,676	2,529	2,359	Average mileage of pool cars has declined through 2018/19 with the annual figure 12% below target. Block booking continues to be an issue. Implementation of the new booking system continues to make progress but has faced delays due to supplier issues. This system is expected to be launched in August 2019.	

## Roads Maintenance Roads Maintenance

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	ENVDR136a % Emergency repairs - made safe within 2 hours	92.5%	97.8%	97.2%	96.7%	93.6%	92.8%	93.6%	100%	100%	Quarterly target achieved with all 33 emergency works made safe within target timescale. For 2018/19 as a whole, 116 of the 120 emergency repairs raised were completed on time.	
Local	ENVDR136b % Priority 1 repairs completed within 3 working days	90%	95.8%	95.8%	97.8%	98.5%	98.1%	100%	93.6%	98.7%	Quarterly target achieved with 78 of the 79 'Priority 1' Works Instructions completed within their target timescale. For 2018/19, 178 of the 182 priority 1 repairs were completed on time.	
Local	Envdr231 % of the public satisfied with the Roads Service	60%	N/A	35%	N/A	Not measured for Quarters					No recent customer satisfaction survey has been undertaken for the Roads service in Moray. A survey has been developed by SCOTS and APSE however it is yet to be confirmed if this will be used by Moray Council.	
Local	Envdr251 Road Assets -% Ratio of Depreciated Replacement Cost to Gross Replacement Costs of assets (degree to which assets have not been used up)		77.6%	76.9%	76.4%	Not measured for Quarters					Data only.	
Nat(b)	SENV04a Cost of maintenance per kilometre of roads	£10791	£6175	£6627		Not measured for Quarters					LGBF 2017/18 data, published in February 2019, has the cost of maintenance per KM of roads in Moray as £6,627. Moray is now ranked as 6th in Scotland (where 1 is the lowest); a fall of 1 place compared to 2016/17.	
Nat(b)	SRL1a Percentage of A class roads that should be considered for maintenance treatment	26.6%	25.2%	25.9%	28.6%	Not measured for Quarters					Ranked 21st (of 32) in Scotland	
Nat(b)	SRL1b Percentage of B class roads that should be considered for maintenance treatment	31.6%	22.8%	23.5%	25.6%	Not measured for Quarters					Ranked 13th (of 32) in Scotland	
Nat(b)	SRL1c Percentage of C class roads that should be considered for maintenance treatment	33.5%	21.9%	24.9%	28.1%	Not measured for Quarters					Ranked 8th (of 32) in Scotland	
Nat(b)	SRL1d Percentage of unclassified roads that should be considered for maintenance treatment	35.2%	31.4%	31.6%	31.1%	Not measured for Quarters					Ranked 6th (of 32) in Scotland	
Nat(b)	SRL1e Overall percentage of road network that should be considered for maintenance treatment	35.2%	26.9%	27.9%	29.1%	Not measured for Quarters					Ranked 4th (of 32) in Scotland	

Transportation Car Parks
-----------------------------

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	ENVDR097e % representing the number of short term (2 hours or less) stays in Pay & Display car parks to the total number of stays	84%	85%	84%	N/A	84%	84%	N/A	N/A	N/A	Data relating to the PI is still not available due to ongoing IT issues. Moray council are in contact with the external IT company involved however no timescale is yet available on when this will be rectified	
Local	Envdr232 Average occupancy of all paid car parks in Elgin	50%	51%	52%	55%	46%	51%	56%	59%	52%	The quarter 4 survey was undertaken between 18/02/19 - 02/03/19. 19,055 spaces were occupied out of a total of 36,512. Looking at 2018/19 as a whole, an occupancy rate of 55% has been achieved across all paid car parks in Elgin (77,677 spaces out of 141,968); 5% above the set target.	
Local	Envdr233 Net income from Elgin Pay & Display car parks after maintenance expenses	£586,000	£564,000	£599,875	£857,288	Not measured for Quarters					Net income figure of £924,038, less maintenance costs of £66,750 - figures taken from FMS 17/4/19	
Local	Envdr234 % of customers satisfied with the car parks		N/A	55%	N/A	Not measured for Quarters					No customer satisfaction survey undertaken in relation to car parks during 2018/19.	

<b>Transportation Harbours Services (including dredger)</b>
---

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	Envdr235 Net cost per berthing (recreational) – taking account of capital, revenue and income		£2,409	-£81	-£191	Not measured for Quarters					At the end of Q4 Expenditure (Capital £46,006 & Revenue £13,077) - less income of £110,648 - divided by 270 berths = -£190.98. These figures excludes depreciation in the revenue costs and includes income from letting properties at the harbours (Figures taken from FMS 17/4/19)	
Local	Envdr236 Net cost for commercial operations for all harbours – taking account of capital, revenue and income		£196,817	£99,508	£55,043	Not measured for Quarters					At the end of Q4 period 2018/19 Expenditure (Capital £504,529 and Revenue £93,597 - less income £543,083 = £55,043. These figures excludes depreciation in the revenue costs and includes income from letting properties at the harbours. Figures taken from FMS 17/4/19	
Local	Envdr237 % of harbour users who are satisfied with the facilities	60%	N/A	33%	N/A	Not measured for Quarters					No survey on satisfaction rates amongst harbour users has been carried out during 2018/19.	
Local	Envdr262 Dredger – Tonnage moved from internal harbours			20,839	6,651	6,389	5,191	1,460	0	0	Unfortunately, due to ongoing staff issues, it has not been possible to dredge with Selkie during quarter 4 due to a lack of crew.	
Local	Envdr263 Dredger – Number of days in external ports			3	0	Not measured for Quarters						
Local	Envdr264 Dredger – Satisfaction rating from customers			N/A	N/A	Not measured for Quarters						
Local	Envdr235a Revenue from berthing (recreational)				£13,077	Not measured for Quarters						
Local	Envdr236a Revenue from commercial operations for all harbours				£93,597	Not measured for Quarters						

### Transportation Public Transport

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	Envdr238 % of parents who are satisfied with the school bus service		N/A	N/A	N/A	Not measured for Quarters					No survey undertaken in relation to the school bus service in Moray.	
Local	Envdr239 % of users who are satisfied with the Dial-A-Bus service		N/A	N/A	N/A	Not measured for Quarters					No survey undertaken in relation to the Dial M services.	
Local	Envdr240 Gross unit cost per passenger per trip of school transport	£3.60	£3.89	£4.18	£4.23	Not measured for Quarters					Full financial year contains period of old contract, interim contract and newly awarded contracts all working to different full year budgets.	
Local	Envdr257 Net unit cost per passenger per trip of the Dial-M Service (which includes Dial-a-Bus and scheduled services)	£3.25	£2.54	£2.99	£3.76	£3.19	£3.26	£3.80	£3.86	£4.13	Overall, the Dial M services have maintained positive customer numbers and revenue is only marginally lower than previous years. Some work is required in the Speyside area to reasons for decline, needs of the community and the promotion of the service. This will form the basis of actions within the 2019-20 service improvement plan.	

### Transportation Statutory & General Transportation

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	ENVDR074b % of pre-application cases (major) responded to planning department within target time of 15 working days of scheduled meeting with developer	100%	100%	100%	100%	N/A	N/A	100%	N/A	100%	2/2	
Local	ENVDR074dv % of Local Review Body (LRB) notifications returned within 10 working days in the period	100%	100%	100%	100%	100%	100%	100%	100%	100%	3/3	
Local	Envdr252 Percentage of planning applications returned to the planning department within target time	80%	85.9%	86.3%	91.8%	80.3%	91.2%	92.4%	90.8%	92.8%	129/139	

<b>Transportation</b> <b>Traffic Management</b>
--

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	ENVDR074k % of Road Construction Consent (RCC) applications responded to with final decision within 20 working days of receipt of all relevant information	100%	100%	100%	100%	100%	100%	100%	100%	100%	16/16	
Local	Envdr242 % of Traffic enquiries dealt with within target time (10 working days)	95%	96%	95%		95%	95%	95%	95%	95%	18/19	
Local	Envdr243 % of planned projects completed within the financial year	100%	100%	100%	100%	Not measured for Quarters					1 project	
Local	Envdr244 Number of Traffic enquiries/ applications dealt with within a year		1,336	1,271	1,267	Not measured for Quarters					1,191 application and 76 enquiries	
Local	Envdr245 Number of cycle journeys made on shared use/national cycle network within Moray (from a set sample of counters)		736	679	868	Not measured for Quarters					Forres-Kinloss 54 Kinloss-Findhorn 91 Cullen Viaduct 11 Garmouth railway bridge 28 Hopeman-Duffus 19 Glenmoray Drv 26 Library 68 Shaw Place 97 Hopeman-Cummingston 32 Decora Bridge N-S 73 Decora Bridge E-W 82 Elginshill 66 Leisure Centre 55 Cathedral 62 Elgin - Lossie 74 New counter installed May 2018: Waulkmill - 30	
Local	Envdr246 Number of primary schools participating in Level 2 Bikeability (level after the pupil can control the bike. For level 1, training takes place within a controlled environment. In Level 2 the training takes place on local roads)		N/A	17	17	Not measured for Quarters					17 schools did on road training	
Local	Envdr247 Number of schools completing the Hands Up survey		48	48	77	Not measured for Quarters					Of the 117 nursery, primary and secondary schools in Moray, 77 returned a response to the Hands Up Survey undertaken in September 2018 (nursery 28/64, primary 41/45 and secondary 8/8). Final school level data will be available in May 2019.	

Cat	Code & Name	Target	2016/17	2017/18	2018/19	Q4 2017/18	Q1 2018/19	Q2 2018/19	Q3 2018/19	Q4 2018/19	Latest Note	Status
			Value	Value	Value	Value	Value	Value	Value	Value		
Local	Envdr265 Number of times the car charger points are used.			546	1010	130	141	220	320	329	2 new charging points were added during the second half of 2018 at Ladyhill and Northport in Elgin. Ladyhill has proved a particularly popular site with 306 registered charges since it came online. Compared to 2017/18, usage across all charging points has increased by 85%.	