

# **MORAY COUNCIL**

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

**Tuesday, 04 December 2018**

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

### **PRESENT**

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

### **APOLOGIES**

Councillor Ryan Edwards, Councillor Sonya Warren

### **IN ATTENDANCE**

Also in attendance at the above meeting were:

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

#### **1. Chair**

The Meeting was chaired by Councillor Leadbitter.

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

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

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

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

#### **4. Written Questions**

The Committee noted that no written questions had been submitted.

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

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

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

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

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

Following consideration, the Committee agreed:

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

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

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

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

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

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

On a division there voted:

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

For the Amendment Councillors Coull, Morrison, Bremner, Cowie, Leadbitter and Shepherd (6):

Abstentions (0): Nil

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

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

## **8. Parking Strategy**

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

Councillor Cowe raised concern in relation to the taxi rank being located in the High Street with disabled parking being moved to North Street as he was of the opinion that North Street was not a suitable location for disabled parking given it was set on a decline.

The Legal Adviser advised that a further temporary traffic order for 18 months was to be promoted in January 2019, continuing the closure of North Street.

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

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

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

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

## **9. Free After Three**

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

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

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

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

Thereafter, the Committee agreed:

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

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

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

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

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

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

Following consideration, the Committee agreed:

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

- iii. extracts of the North East Interim Report that relate to the two Potentially Vulnerable Areas in Moray, as drafted by Moray Council as set out in Appendix 2 of the report.

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

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

During discussion surrounding publication of the Annual Report, it was queried if a paper copy of the report could be made available for public viewing in each Library in Moray. In response, the Planning and Economic Development Manager advised that a PDF of the document would be uploaded to the Economic Development pages of the Council's website and agreed to provide each Library in Moray with a paper copy of the Annual Report on Economic Development in Moray 2017/18.

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

- i. to note the draft annual report on economic development in Moray, as set out in Appendix 1; and
- ii. its publication as set out in paragraph 3.1 of the report including providing each Library in Moray with a paper copy of the Annual Report on Economic Development in Moray 2017/18.

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

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

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

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

A report by the Corporate Director (Economic Development, Planning and Infrastructure) outlined performance of the service for the period from 1 April to 30

September 2018. The report stated that, at the end of September 2018, 77% of Direct Services' performance indicators have shown good performance against target with work ongoing with those identified as requiring improvement.

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

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

## **15. Question Time**

There were no questions raised.