

## The Highland Council

Minutes of a Special Meeting of the **Community Services Committee** held in the Council Chamber, Council Headquarters, Glenurquhart Road, Inverness on Wednesday, 7 December 2016 at 2.10 pm.

### Present:

Mr R Balfour	Mr D Kerr
Mr A Baxter (video conferencing)	Mr G MacKenzie
Mr B Clark	Mr K MacLeod
Mrs G Coghill	Mrs B McAllister
Dr J Davis	Mr H Morrison
Mr G Farlow	Mr B Murphy
Mr A Graham	Mr A Rhind
Mr R Greene	Mrs T Robertson
Mr A Henderson	

### Non-Members also present:

Mr D Fallows	Mr D Millar
Mr K Gowans	Dr A Sinclair
Mr B Lobban	

### In attendance:

Mr W Gilfillan, Director of Community Services  
Mr D Summers, Principal Transport Officer, Community Services  
Mr T Usher, Harbours Manager, Community Services  
Mr M Mitchell, Finance Manager, Finance Service  
Mr S Graham, Project Manager, Chief Executive's Office  
Miss J MacLennan, Principal Administrator, Corporate Development Service  
Miss J Green, Administrative Assistant, Corporate Development Service

**An asterisk in the margin denotes a recommendation to the Council. All decisions with no marking in the margin are delegated to Committee.**

### Mr A Henderson in the Chair

#### Business

#### 1. Apologies for Absence Leisgeulan

Apologies for absence were intimated on behalf of Mrs J Barclay, Mr N Donald, Mrs L MacDonald and Mr J Rosie.

#### 2. Declarations of Interest Foillseachaidhean Com-pàirt

There were no Declarations of Interest.

#### 3. Role and Appointment of Duty Holder Dreuchd agus Cur an Dreuchd Neach-gleidhidh Dleastanais

There had been circulated Report No COM/52/16 dated 29 November 2016 by the Director of Community Services advising of the requirement and role of an appointed "Duty Holder" within the meaning of the "Port Marine Safety Code", how the role was fulfilled in the past and providing options on how the role could be fulfilled in the future in light of the recently reissued Port Marine Safety Code, opinion from Counsel and examples from other Local Authorities.

The Committee **AGREED** to appoint the Director of Community Services as Duty Holder.

**4. Exclusion of The Public**  
**Às-dùnadh a' Phobail**

The Committee **RESOLVED** that, under Section 50A(4) of the Local Government (Scotland) Act 1973, the public be excluded from the meeting during discussion of the following item on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 9 of Part 1 of Schedule 7A of the Act.

**5. Award of Bus Service Contracts and Closing the Savings Gap**  
**Buileachadh Chùmhnantan Seirbheis Bus agus Dùnadh na Beàirn Shàbhalaidhean**

There had been circulated to Members only Report No COM/53/16 dated 30 November 2016 by the Director of Community Services presenting the outcome of tendering for replacement public bus service contracts for the next five years with recommendations for award and non-award of contracts.

Following a detailed presentation of the report and full debate, the Committee **AGREED:-**

- i. the award of contracts for the routes listed in Appendix 2 of the report with the exception of one route being deferred meantime for further information;
- ii. the recommendations regarding the award of contracts for the routes listed in Appendix 3 of the report with two exceptions deferred meantime for further consideration and the possibility of mitigation to be examined for a further route;
- iii. not to withdraw the contracts for the routes listed in Appendix 4 but, with a view to reducing costs, discussions be held with the operators of two routes. Ward Members served by one of the routes to be involved in discussions;
- iv. to homologate the award of a contract previously approved by the Tender Board;

and **NOTED:-**

- v. the awards of contract for the routes listed in Appendix 5 of the report; and
- vi. the further activities planned to help address the remaining savings gap.

The meeting ended at 4.20 pm.