

## The Highland Council

Minutes of Meeting of the **Communities and Partnerships Committee** held in the Council Chamber, Council Headquarters, Glenurquhart Road, Inverness on Thursday 8 December 2016 at 10.30 am.

### **Present:**

Mr H Fraser	Mr H Morrison
Mr G Ross	Mrs M Paterson
Mr A Baxter	Mr M Reiss
Miss J Campbell	Mr I Renwick
Dr J Davis	Mr G Rimell
Mr N Donald	Ms T Robertson
Mr G Farlow (substitute)	Mr R Saxon
Mr R Laird	Dr A Sinclair
Mrs L MacDonald	Ms M Smith
Ms A MacLean (pm only)	Mrs K Stephen (substitute – am only)

### **Non-Members also present:-**

Mrs C Caddick	Mr B Murphy
Mr T MacLennan	

### **Officials in attendance:**

Ms A Clark, Acting Head of Policy, Chief Executive's Office  
Mrs R Cleland, Corporate Communications Manager, Chief Executive's Office  
Mr P Mascarenhas, Community and Democratic Engagement Manager, Chief Executive's Office  
Mr D Sutherland, Elections Manager, Chief Executive's Office  
Ms R Mackinnon, Equal Opportunities Officer, Chief Executive's Office  
Mrs C MacIver, Elections Officer, Chief Executive's Office  
Mr D Greig, Policy Co-ordinator, Chief Executive's Office  
Ms L MacKellaich, Road Safety Officer, Development and Infrastructure Service  
Mrs L Dunn, Principal Administrator, Corporate Development Service  
Miss J Green, Administrative Assistant, Corporate Development Service  
Mr A MacInnes, Administrative Assistant, Corporate Development Service

### **Also in attendance:**

Mr G MacLeod, Head of Ambulance Services Highland, Scottish Ambulance Service  
Mr J MacDonald, Local Senior Officer, Scottish Fire and Rescue Service  
Dr M E M Foxley, Board Member, Scottish Fire and Rescue Service Board  
Chief Superintendent P MacRae, Highland and Islands Divisional Commander, Police Scotland  
Mr J McCroskie, Director of Communications and Relationships, Scottish Police Authority

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

**Mr H Fraser in the Chair**

## **Business**

### **1. Apologies for Absence Liesgeulan**

Apologies for absence were intimated on behalf of Mr L Fraser, Mr D Mackay, Mrs D Mackay, Mrs A MacLean (am only) and Mrs J Slater.

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

The Committee **NOTED** the following declaration of interest:-

Item 11 – Mr G Farlow (financial)

### **Community Safety Sàbhailteachd Phoblach**

### **3. Scottish Ambulance Service Report Aithisg Seirbheis Charbadan-eiridinn na h-Alba**

There had been circulated performance report by the Scottish Ambulance Service for the Highland area for the period from August to October 2016.

During discussion, Members made the following comments:-

- thanks were expressed for the comprehensive response which had been received to the questions raised at the previous meeting;
- basing performance results on outcomes rather than response times was welcomed;
- in relation to the categorisation of maternity transfers and the concern about pregnant women travelling over 100 miles to Raigmore Hospital on their own through areas where there was limited mobile phone coverage, clarification was sought, and received, that NHS Highland's Midwifery Team would provide the same advice to all pregnant women across Highland to travel at an earlier stage and that a decision on whether an ambulance was needed would be made in the best interests of the patient;
- assurance was sought, and received, that there would be sufficient capacity to cope with the amount of maternity transfers from Wick to Raigmore Hospital;
- it was felt that the Air Ambulance Service was underutilised and could be used more routinely as well as for emergencies which would also help to maintain staff skills;
- in terms of communication with health professionals, it was important that there was an awareness at a community level, particularly in peripheral areas where resources were limited, of what resources were available so that the right response could be made;
- it was suggested that motorcycles could respond to incidents quicker than an ambulance and provide life-saving assistance but it was explained that, following a pilot, it had been concluded that this was not practical and due to safety reasons this facility could not be utilised during the winter period;
- the use of risk assessments undertaken using technology was welcomed;
- confirmation was sought, and received, that it was likely that the fast response van would return to Assynt and also that the Scottish Ambulance Service and NHS Highland were consulting each other on the new Out of Hours regime in North, West and Central Sutherland;

- assurance was sought, and received, that the A&E vacancies, which it was felt were quite high considering the reported increase in demand, would be filled at an early date; and
- since the introduction of direct patient booking, the demand for day patient services had reduced and assurance was sought, and received, that this was not because potential users were unable to attend due to available transport but that it reflected the change in services.

The Committee **NOTED** the performance report.

#### **4. Fire and Rescue Service Quarterly Performance Report for Quarter 2 2016/17 Aithisg Dèanadais Ràitheil na Seirbheis Smàlaidh agus Teasairginn airson Ràith 2 2016/17**

There had been circulated Report No CP/26/16 by the Local Senior Officer for Fire and Rescue, together with accompanying quarterly performance report (QPR), providing detail on Fire and Rescue Service performance across a range of Intervention, Prevention and Protection activities for Quarter 2, 2016/17.

During discussion, the following issues were raised:-

- confirmation was sought, and received, that an initial quantity of 30 defibrillators would be installed on a number of fire appliances within Highland, which would be located within 11 strategic locations including rural areas where there were gaps in provision;
- the relationship between the Committee and the Fire Service, in terms of a scrutiny role, was more important since the creation of a national fire service because it was the only opportunity to raise both regional and local issues. In this regard, concern was expressed in relation to an unsatisfactory comment made by a Service spokesperson about a Member which could be viewed as undermining the legitimate right of Members to raise issues in a public forum. In response, the Chair emphasised that a great deal of scrutiny took place outside of the Committee, including through the local area scrutiny conveners forum and provided reassurance that any concerns raised by Members would be managed appropriately by senior staff;
- whilst there were still some issues in relation to the availability of staff at fire stations in Cannich and Foyers, it was acknowledged that measures had been taken to improve this situation and that nearby stations were well staffed;
- concern was expressed in relation to whole-time staffing levels at Inverness specifically that the move from a four week to a five week duty shift system could result in a reduction in staff. In this regard, further information was sought on the reasons for and implications of changing the staffing model. In response, the Local Senior Officer offered to arrange that a presentation be undertaken at a future meeting on the new five week shift model system;
- the report detailed progress within the last two months and overall an improved performance compared to the previous two years;
- the new and improved Retained Duty System recruitment process which allowed for more flexibility to attract applicants and ownership at a local level so that the process could be suited to Highland was welcomed. In this regard, it was important to ensure that potential applicants were aware of this flexibility particularly in relation to training requirements;
- in regard to safety particularly during the festive period, a plea was made that sprinkler systems were installed in the houses of vulnerable or high risk people;

- confirmation was sought, and received, the defibrillators, which would be installed in partnership with the Scottish Ambulance Service on fire appliances, would be open access;
- an explanation was sought, and received, that secure accommodation which was a mandatory premise that would be subject to a Fire Safety Enforcement Audit did not include sheltered housing complexes but that these complexes could be targeted specifically where there were people at risk;
- the Local Senior Officer was praised for having an “open door” policy and always being available to Members and responding to emails promptly;
- it was sad that the Inverness Control Room was closing despite the financial justification;
- thanks were expressed to Control Room Staff in Inverness for the hard work they had undertaken;
- confirmation was sought, and received, that consideration was undertaken of the needs of Control Room Staff in Inverness being redeployed; and
- statistics were sought on the number of calls that were made to the Dundee Control Room and it was suggested that a more effective model would be to combine the resources of the emergency services to create a single control room.

In response, Dr M Foxley, Board Member of the Scottish Fire and Rescue Service emphasised the need for scrutiny and importance of partnership working and made a commitment to listen to the concerns raised at a constituency level and feedback those concerns to the Board. In relation to control rooms, Dr M Foxley explained that the substantial management input had been essential to the migration of the Control Room from Inverness to Dundee and that it would not have been completed if it was identified that there were not sufficient resources in place. This was necessary due to the spending review, noting that the Scottish Rescue and Fire Service was not a protected service. However, in relation to the future of the Service there were opportunities for the Service to do more due to their footprint including installing defibrillators on every fire appliance to reduce the risk of fatalities from cardiac arrest. In addition, Dr M Foxley reported that work was being undertaken with the Coastguard Agency to roll out water rescue. In conclusion, Dr M Foxley confirmed that both he and the Local Senior Officer had an “open door” policy and encouraged Members to contact him regarding any further concerns so that they could be resolved together despite the difficult financial circumstances.

The Committee **NOTED** and scrutinised the Scottish Fire and Rescue Service delivery and performance contained within the Report and accompanying Quarterly Performance Report for Quarter 2, 2016/17.

The Committee also **AGREED** that a presentation be undertaken at a future meeting on the new five week shift model system.

In accordance with Standing Order 18, the Committee **AGREED** that the following item on the agenda - Item 7 - should be considered at this point in the meeting.

## 7. **Scottish Police Authority – Update** **Ùghdarras Phoileas na h-Alba – Cunntas às Ùr**

The Scottish Police Authority (SPA) Director of Communications and Relationships provided a verbal update, since Ian Ross had stood down as a Board Member at a national level, on the key areas of focus for the SPA in recent months and in the future which included leadership, modernisation of policing and review of governance.

During discussion, Members made the following comments:-

- confirmation was sought, and received, that the recruitment procedure for the Scottish Police Authority had changed to create a job for the new Chief Constable;
- thanks were expressed to the Director for providing an update to the Committee during a crucial period of change and confirmation was sought, and received, that such dialogue also included input from staff associations and trade unions representing staff at all levels;
- views were sought, and received, on how the relationship with scrutiny bodies such as the North Chairs Scrutiny Forum would change as a result of the government view;
- it was important that representation at board level was based in the localities so there was an in depth and intimate knowledge of the area that was being represented; and
- an email regarding the forthcoming request for contributions to the Annual Review of Policing 2016/17 had been circulated to which Members were encouraged to respond to enable comments to be collated to inform the draft response to the Scottish Police Authority to be considered at the next meeting.

Thereafter, the Committee **NOTED** and scrutinised the update.

The Committee also **AGREED** that an email regarding the forthcoming request for contributions to the Annual Review of Policing 2016/17 be re-circulated to which Members were encouraged to respond to enable comments to be collated to inform the draft response to the Scottish Police Authority, a copy of which would be presented to the next meeting for approval.

**The meeting adjourned for lunch at 12.55 pm and resumed at 1.45 pm.**

## **5. Performance Against the Highland Local Policing Plan 2014-2017 – Summary Report**

### **Coileanadh mu Choinneamh Plana Obair-phoillis Ionadail na Gàidhealtachd 2014-2017**

There had been circulated Report No CP/27/16 by the Divisional Commander for Police providing a summary on the progress with reference to the objectives outlined in the Highland Local Policing Plan 2014-2017.

During discussion, the following main issues were raised:-

- concern was expressed in relation to damage to pavements and road safety issues that was caused by parking on pavements and it was queried whether enforcement could be carried out to address these concerns;
- tribute was paid to the police officer and control room staff for the manner in which they had responded to a specific issue requiring urgent action in the Inverness Central Ward and had resulted in extremely positive outcomes;
- the decrease of 2.5% in crime in Highland over the past year was welcomed;
- assurance was sought, and received, that the fall in the number of people detected for speeding, mobile phone offences and seat belt offences was not due to less officer involvement but depended on where officers were carrying out the checks;
- statistics were sought on the number of test purchasing operations that were carried out during the past year, which area they were in and feedback on the outcomes of these checks;

- the preparations of Police Scotland and other partner agencies in relation to the Festive Campaign was welcomed;
- an explanation was sought on how sexual crimes and the detection rate would be reported in future to ensure that trends could be monitored and comparisons could be made with previous years. In response, it was explained that it was a work in progress and the Committee would be involved in deciding how the information was presented;
- concern was expressed in relation to comments that had been made by senior officials at a national level on funding and resources and assurance was sought, and received, that the Council as a scrutiny body could ensure that appropriate resources would be in place in future;
- education from local police officers in communities was key to reducing speeding offences;
- congratulations were expressed to the Highlands and Islands Division for carrying out 25% of all licensed premises checks in Scotland;
- targeting motorists by placing speed cameras in specific locations on request was welcomed; and
- the professional service that had been provided by the Inverness Control Room in response to a Road Traffic Collision on the A9 near Alness was reassuring.

The Committee **NOTED** and scrutinised the summary report against Highland Policing Plan Objectives from April to October 2016 and **AGREED** that an update on test purchasing be circulated to Members.

## 6. Highland Local Police Area - Road Policing Sgìre Poileis Ionadail na Gàidhealtachd – Cunntas às Ùr mu Obair-phoileis Rathaid

There had been circulated Report No CP/28/16 by the Divisional Commander for Police providing an update in relation to Road Safety and the Road Policing Division operating within the Highland area.

During discussion, the following comments were made:-

- the update report on road policing following the significant discussion at the previous meeting and also the responses received to questions raised and the opportunity to meet with the Chief Superintendent was welcomed;
- thanks were expressed for the offer of the Collision Investigation workshop which would better equip Members to assist various interest groups in communities, particularly businesses, during an incident;
- It was welcomed that confirmation was reported that the policy of the Executive of Police Scotland was to discourage cycle events taking place on arterial routes;
- clarification was sought, and received, that the Collision Investigators and collision scanners were based in Dingwall and in this regard, whilst recognising the capacity and training issues, it was requested that they be based in Fort William as well as Dingwall;
- in terms of geography, Dingwall was roughly in the middle of Highland so was the best location for the Collision Investigators to be based to reach incidents in Lochaber, Caithness and other areas in Highland;
- in this regard, it was requested that a breakdown of where the Collision Investigators had been deployed to in the last five years be provided to provide a basis for their location;
- reporting to Local Committees allowed for far more Members' scrutiny and a strategic overview; and

- in relation to concern about abandoned vehicles in specific locations in Highland assurance was sought, and received, that it should be relatively straightforward to identify the owner and that these incidents would be investigated.

Thereafter, the Committee **NOTED** the report and **AGREED** that a Collision Investigation Workshop be arranged.

## **8. Road Safety Partnership - Annual Update Com-pàirteachas Sàbhailteachd Rathaid – Cunntas Bliadhnail**

There had been circulated Report No CP/29/16 by the Director of Development and Infrastructure providing an update on the progress in achieving the road casualty reduction targets set out in Scotland's Road Safety Framework to 2020 entitled 'Go Safe on Scotland's Roads it's Everyone's Responsibility'.

The report highlighted the work of the Highland Road Safety Group (HRSG) in relation to the Scottish Government priority areas and detailed the work undertaken by Highland Council Road Safety Unit to ensure a lasting reduction in Road Casualties on Highlands Roads. A particular focus was placed on young drivers and motorcyclists in line with the Highland Single Outcome Agreement. All casualty figures were sourced through Transport Scotland's national statistics publication entitled 'Reported Road Casualties Scotland 2015'.

During discussion, Members made the following comments:-

- further details in relation to the funding of the programme of 20mph schemes were sought;
- thanks were expressed to the Road Safety Unit and Police Scotland for responding quickly to an issue in Kinmylies;
- clarification was sought, and received, in relation to the requirement for schools to maintain a School Travel Plan;
- updates were sought, and received, on the progress of changing legislation to reduce the amount of traffic calming required in 20mph zones and on introducing crash magnet technology; and
- clarification was sought, and received, that Safer Routes to School was the same programme as Cycling, Walking and Safer Streets.

Thereafter, the Committee **NOTED**:-

- i. the Road Safety Targets as set out in Scotland's Road Safety Framework to 2020 and the figures for the period 2011 – 2015;
- ii. the Scottish Government priority areas and the work of the Highland Road Safety Group in relation to these;
- iii. the work of Highland Council Road Safety Unit, Police Scotland, Scottish Fire and Rescue Service and North Safety Camera Unit;
- iv. the collision data for our 17 – 25 year old drivers involved in injury accidents and the general downward trend from the 2004 – 2008 average;
- v. the motorcyclist casualty statistics for the 10 year period from 2005 – 2015 and welcomed the general downward trend;
- vi. the update of the HRSG Road Safety Action Plan which ran from 2016 – 2018; and
- vii. the positive downward trend of casualty figures and the achievement of the 2015 target for the Highland area.

The Committee also **AGREED** that further details of the programme of 20mph schemes be emailed to Members.

## **Equalities**

### **Co-ionannachdan**

#### **9. Highland Violence Against Women Strategy Group – Minutes Buidheann Ro-innleachd Fòirneart An Aghaidh Bhoireannach – Geàrr- Chunntas**

**Declarations of Interest:** Dr J Davis and Mrs A MacLean declared non-financial interests in this item as Directors of Inverness, Nairn, Badenoch and Strathspey Women's Aid and Ross-shire Women's Aid respectively but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that their interests did not preclude their involvement in the discussion.

The Committee **NOTED** the Minutes of Meeting of the Highland Violence Against Women Strategy Group which had been held on 21 June 2016, which were approved by the Partnership Group on 20 September 2016.

## **Community Empowerment and Localism**

### **Ùghdarrachadh Coimhearsnachd agus Ionadaileachd**

#### **10. Draft Consultation on BT Payphone Closure Programme Co-chomhairle mu Phrògram Dùnaidh Fònaichean-pàighidh BT**

There had been circulated Report No CP/30/16 by the Acting Head of Policy summarising the Council's draft response to BT's proposals to remove 178 payphones from across the Highland area. The Council's draft response appended to the report at Appendix 1 was based upon comments received up until 28 November 2016. The final date for responses would be Friday 9 December 2016.

During discussion, Members made the following comments:-

- reference was made to an objection to the closure of the BT Payphone at Dingwall and Seaforth. However, it was advised that the Community Council's in this area were very up to date with improving telephone signals and broadband in the area and the local Community Council had supported the removal of this Payphone; and
- in terms of the planned closure of the BT Payphone outside the Post Office 1PCO Rosehall Lairg, there was limited mobile phone coverage in this area, which was popular for fishing and hill walking.

The Committee:-

- i. **AGREED** the Council's draft response to BT's consultation on payphone removal, subject to the inclusion of comments by Members at the meeting; and
- ii. **NOTED** that comments could be received up until 5pm on 9 December 2016, following which a final submission would be made to BT.

#### **11. The Community Empowerment (Scotland) Act 2015 – Community Asset Transfer Approach Poileasaidh Glusad So-mhaoin Chomhairle na Gàidhealtachd**



**Declaration of interest – Mr G Farlow declared a financial interest in this item as a Council house tenant but, in terms of the dispensation granted by the Standards Commission, remained to participate in the discussion.**

There had been circulated Report No CP/31/16 by the Acting Head of Policy advising that The Community Empowerment (Scotland) Act 2015, in seeking to strengthen and empower communities, provided for community bodies to request ownership, lease, management or use of publicly owned buildings or land whether or not they were available for sale or deemed surplus to requirements by the owning body – Asset Transfer Requests.

The report set out the requirements and scope of the legislation, and recommended a process to deal with community asset transfer that built on existing Council processes and set out the key issues particularly around assessing requests, decision making, price, timescales and costs.

During discussion, Members made the following comments:-

- in terms of the Public Bodies in scope within the Act, it was queried what type of assets could be requested for transfer to community ownership from a Regional Transport Authority. If more than one group was interested in transferring an asset, how would the Authority decide which group was best for the community. Also, if a project failed it was queried if this would be treated as an economic development burden or whether the asset would be passed onto another interested community group. It was queried if the Register of Land that the Council owned or leased would require to be completed by 23 January 2017 (the commencement date of the legislation for Community Asset Transfer);
- in terms of the role for Elected Members in the process, it was queried if the Member Asset Review Panel would comprise of Members from the Resources Committee or other Members with a particular interest in Community Asset transfer. It was suggested that the Review Panel should not comprise Chairs and Vice Chairs of Strategic Committees as it could be time consuming work. It was also queried if some of the consideration of applications would come before the Planning, Development and Infrastructure Committee;
- in terms of support to local communities in making asset transfer work, it was explained that some communities had Development Officers who supported communities with projects and this worked very well. However, for those communities who did not have the same support, it was queried what measures Community Planning Partnerships would be putting in place to facilitate communities in the asset transfer process;
- the Community Asset transfer legislation was very welcome, however, as with other Government policies, the revenue funding from Government to support local government to meet this duty was not always adequate and it was suspected that the Council would be affected by this. The Council had a large rural area with many active community groups who would be considering the opportunities presented by this legislation. As such there could be many applications for the Council to process which would have significant resource implications for the Council. The Council did not currently have the staff capacity to deal with this and even less likely so in the near future;
- it was queried what local input there would be from Elected Members and Officials into the Asset Transfer assessment process as it was felt their views on the viability of transfer applications would be important;
- it was queried if a community body, after the Asset Transfer legislation came into force, could make an application for the transfer of an asset that was already in the process of negotiations for transfer with another community body.

Clarification was also sought on whether common good fund assets came within the scope of the legislation; and

- it was queried what safeguards there were for Council house tenants in the event a community body made an application for the transfer of Council houses. It was confirmed that Council housing was not in scope in the legislation unless it had been declared surplus to requirements.

Thereafter, the Committee:-

- i. **NOTED** the new requirements and considerations of Community Asset Transfer as allowed for under the Community Empowerment Act; and
- ii. **AGREED** the approach outlined in Section 4 and Appendices 1 and 2 to the report, to support the Asset Transfer Process in Highland.

## **12. The Community Empowerment (Scotland) Act 2015 - Participation Requests Pròiseas Iarrtais Com-pàirteach Chomhairle na Gàidhealtachd**

There had been circulated Report No CP/32/16 by the Acting Head of Policy advising that The Community Empowerment (Scotland) Act 2015 sought to strengthen and empower communities. Participation requests were a new process allowing a community body to enter into dialogue with public authorities about local issues and local services on their terms. Where a community body believed it could help to improve an outcome it would be able to request that the public body take part in a process to improve that outcome.

During discussion, Members made the following comments:-

- it was queried if a participation request was required from a constituted community group or could an informal community group make such a request. It was confirmed that the community group would require to be properly constituted and be able to demonstrate their support to the community. As with the participatory budgeting process the Council would encourage community groups who were not formally constituted to get engaged in the process, so that they would benefit from the structure and support of a range of public bodies; and
- it was queried how Community Councils could represent communities alongside other community groups. It was advised that it was open to Community Council's to make participation requests. There was a need to consider how to enable various community groups to come together and develop strong partnerships and common aims for their area.

The Committee:

- i. **NOTED** the new legislative requirements for Participation Requests; and
- ii. **AGREED** the draft Council approach, subject to final guidance being published by the Scottish Government.

## **13. Review of Polling Districts, Local Government Elections to Highland Council 2017 Ath-sgrùdadh air Àiteachan Bhòtaidh, Taghaidhean Riaghaltais Ionadail do Chomhairle na Gàidhealtachd 2017**

There had been circulated Report No CP/33/16 by the Chief Executive which advised of the review of Polling Districts required as a result of the 5<sup>th</sup> Review of Local Government Electoral Arrangements and its impact on Highland Council Polling

Districts, for the forthcoming Local Government Elections to Highland Council in May 2017.

Maps 1-9 outlined the boundary changes in a number of Wards and proposed new polling districts in Ward 19 were provided at Appendix 1 to the report. Larger scale copies of the Maps were also made available in the Members' Library.

During discussion, Members made the following comments:-

- it was queried why the recommendation in the report was part note and part agree, as if Members were being asked to note some of the new Polling arrangements and agree some of the others, this was confusing;
- the current use of Polling District numbers not being consistent with Ward numbers was confusing;
- it was unclear why the review of Polling Districts was being treated separately from the review of Polling Stations as both were linked;
- it was queried what the new electorate number would be for Polling District I14A (Dunain Park area);
- it was queried why there was no local consultation with Members to changes to Polling arrangements. If there had been a number of anomalies in the review these could have been addressed and a combined Polling District and Polling Station Scheme could have been put in place that would be better suited to the local government elections in May 2017;
- the changes to the Dalneigh polling arrangements would be confusing to electors who were used to voting in the James Cameron Community Centre and it was felt electors affected by these changes should still be able to vote in that Community Centre. If the electorate was deemed too small it was suggested that the electorate could be combined with the rest of the Dalneigh Community Council area, thereby all electors in Dalneigh could vote in the same place;
- it was suggested the proportion of electors in Hilton who were moving into Inverness Millburn, had enough of an electorate to justify their own Polling District; and
- in relation to the intended Polling Station for the Inverness Retail Park and Resaurie area, it was asked where the location of this Polling Station would be and what was the expected electorate.

Thereafter, the Committee:-

- i. **NOTED** the new polling arrangements for the Highland Council Elections in 2017, as outlined in Maps 1-7 at Appendix 1 to the report; and
- ii. **AGREED** that two new polling districts be formed in Ward 19 to cover Milton of Leys and Slackbuie, as outlined in Maps 8 and 9 at Appendix 1 to the report.

#### **14. Community Planning Board Minutes Bòrd Dealbhaidh Choimhearsnachd – Geàrr-chunntas**

The Committee **NOTED** the Minutes of Meeting of the Community Planning Board held on 30 June 2016, which were approved by the Board on 7 October 2016.

The meeting concluded at 4.15 pm.