

**The Highland Council
Sutherland County Committee**

Minutes of Meeting of the Sutherland County Committee held in the Chamber, Council Offices, Drummie on Thursday, 22 August 2019 at 10.30am.

Present:

Mr R Gale
Mrs D Mackay

Mr J McGillivray
Ms L Munro

Officials in attendance:

Ms H Ross, Senior Ward Manager, Chief Executive's Office
Mr P Tomalin, Ward Manager, Chief Executive's Office
Ms A Donald, Education Quality Improvement Manager, Care and Learning Service
Ms T Stones, Head Teacher, Dornoch Academy, Care and Learning Service
Ms A Macrae, Committee Administrator, Chief Executive's Office

Also in Attendance:

Inspector J Thomson, Police Scotland

Mr R Gale in the Chair

**1. Apologies for Absence
Leisgeulan**

Apologies for absence were intimated on behalf of Ms K Currie and Mr H Morrison.

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

There were no declarations of interest.

Following on from the above, disappointment was expressed that the agenda for the meeting was relatively light. It was suggested the focus on localism within the Council was not being sustained. There were many challenges and opportunities across Sutherland for the Committee to discuss and also the potential to align more with the work of the Sutherland Community Partnership. Members would therefore seek to discuss this issue with Council Leaders going forward.

**3. Police – Area Performance Summary
Poileas – Geàrr-chunntas air Coileanadh Sgìreil**

There had been circulated Report No SCC/13/19 dated 7 August 2019 by the North Area Commander.

In discussion, Members recorded their thanks to the Inspector and her officers for their good work across Sutherland and raised the following issues:-

- Police Scotland be commended on their proactive approach in relation to the recent operation to target drivers on the North Coast 500 and clarification was sought and provided on the types of offences which had been recorded during this campaign;

- a breakdown be provided on the number of offences which had been incurred by those travelling around the NC500 and those living locally. The Inspector undertook to provide Members with this information while noting the focus had been on targeting tourist traffic;
- an explanation was sought and provided on the range offences covered under the heading 'Protecting People at Risk of Harm';
- the emphasis being placed on drug testing was welcomed, reference being made to a recent presentation given to the Care, Learning and Housing Committee which had reinforced the point that Highland had the same issues around drug misuse as other areas;
- clarification was sought and provided on the process by which the Police dealt with missing persons cases;
- it would be helpful if Police Scotland could issue as much timeous information as possible following fatal accidents, while recognising there were sensitivities around the need to inform relatives and the significant work involved in accident investigations; and
- further information was sought on Police Scotland's recent initiative involving cyclists. The Inspector reported that she would provide Members with further details on these sessions.

The Committee **NOTED** progress made against the objectives set within the Highland and Islands Local Policing Plan 2017-2020 Year 2 and first quarter of Year 3, attached as Annex A to this report, for the period covering 1 April 2018- 30 June 2019.

4. Dornoch Associated School Group Overview Sealladh Coitcheann air Buidheann Sgoiltean Co-cheangailte Dhòrnaich

There had been circulated Report No SCC/14/19 dated 19 August 2019 by the Interim Director of Care and Learning.

The Education Quality Improvement Manager reported it was the intention that more up to date figures would be provided in future reports, and that she was aware the Chief Executive also intended to consult Members on the type of the data they would wish to have reported for scrutiny purposes.

Members also heard from Ms T Stones, Head Teacher, Dornoch Firth 3 to 18 Campus on the excellent figures achieved in relation to positive destinations and the work undertaken around the curriculum and developing pathways for pupils. She outlined the work which had been undertaken around pupil attendance, absence and exclusions including the building of positive relations with and developing appropriate plans for children and families using highly trained practitioners and the pupil support team. She suggested that more services were required in relation to children who had barriers to attending school. She commended the work being undertaken by the Youth Development Officer, Police Scotland and the Scottish Fire and Rescue Service to tackle this issue and it was hoped to build upon this partnership approach to reach out to families and children. She also provided an update on efforts which had been made to encourage staff to have dual accreditation so that they could teach at primary and secondary level for example in maths and specialist subjects.

In discussion, Members raised the following issues:-

- the Head Teacher, staff and local community be congratulated on the success of the 3-18 campus and on the positive report;

- the Active Schools Coordinator, Youth Development Officer and Librarian be commended on their excellent work;
- an explanation was sought and provided on the additional services that would assist in addressing the challenges around children who had barriers in attending school, reference being made to the need to do more in partnership on this issue. It was suggested that the Sutherland Community Partnership would be a helpful focus for this work;
- it was valuable for Members to have the relevant head teacher in attendance at meetings;
- confirmation was sought that the good practice in relation to the use of a secondary school teacher to support specialist subjects at primary level was in place within other ASGs in the area;
- concern at the suitability and condition of buildings within the ASG in comparison to other areas of Highland and reference to the work ongoing to progress the provision of a sports facility in Dornoch; and
- concern at the condition of the janitor's house located at a gateway into Dornoch.

The Committee **NOTED** following scrutiny, the content of the report.

5. Annual Area Capital Report Cunntas às Ùr mu Chalpa Sgìre

There had been circulated Report No SCC/15/19 dated 12 August 2018 by the Head of Corporate Finance and Commercialism.

In discussion, Members raised the following issues:-

- clarification was required on the status of the Golspie High School Lifecycle project in respect of which £400k had been allocated in the Area Capital report for 2018/19 but which as a matter of disappointment had not been included in the report for 2019/20;
- a breakdown had been requested in relation to the allocation of £475k shown in respect of the Lochinver pontoons. It had transpired the bulk of this money was being allocated towards a tele-handler and a fishery pier refurbishment, rather than towards the pontoons. There was a need therefore for further clarification and a more detailed narrative to be provided in the capital reports particular on those projects involving significant expenditure;
- the inclusion of the Golspie Flood Prevention Scheme/Natural Flood Management Study was welcomed and it was hoped this would be available early in 2020 which would allow Scottish Government funding for flood defences to be accessed;
- the ongoing housing capital expenditure in the area was welcomed and the Housing team be commended for the work being undertaken locally;
- a point in regard to the detail around SALIX loans, it being noted that there was no expenditure listed for Sutherland; and
- the Administration had been asked that a report be submitted to the next Council meeting showing the capital budget for all areas and their scheduled and actual spends so that Members had full information across Highland. This same information had also been requested in relation to the City-Region Deal.

The Committee:-

- i. **NOTED** the expenditure on each project in this Council area in 2018/19;
- ii. **NOTED** the budget for each project in this Council area in 2019/20 and **AGREED** that clarification be provided on the status of the Golspie High School Lifecycle project in respect of which £400k had been allocated in the Area Capital report for 2018/19 but which was not included in the report for 2019/20; and
- iii. **NOTED** the cumulative spend for each project in this Council area for 2018/19 and 2019/20 to end of June.

6. **Dornoch Common Good Quarterly Monitoring Report Aithisg Sgrùdadh Ràitheil Math Coitcheann Dhòrnaich**

There had been circulated Report No SCC/16/19 dated 2 August 2019 by the Acting Head of Policy.

In discussion, reference was made to the importance of the community consultation in respect of Royal Dornoch Golf Club being handled sensitively given this was a major project for Dornoch and an explanation was sought and provided around the arrangements for the public consultation. It was further confirmed that the same consultation period would apply to the Historylinks Museum as a Common Good asset, if and when an offer was received and subject to County Committee approval.

Thereafter, it was noted the situation in relation to the Dornoch Caravan Park was progressing in a positive manner.

The Committee:-

- i. **NOTED** the position of Dornoch Common Good fund at the end of the first quarter;
- ii. **AGREED** that the Council runs a community consultation on the potential disposal of Dornoch Common Good land by way of 99 year lease to Royal Dornoch Golf Club; and
- iii. **NOTED** the update on current Dornoch Common Good issues.

7. **Minutes Geàrr-chunntas**

There had been circulated and **NOTED** Minutes of the Sutherland County Committee held on 22 May 2019 which were approved by the Council on 27 June 2019.

The meeting closed at 11.30am.

**The Highland Council
Caithness Committee**

Minutes of Meeting of the Caithness Committee held in Wick Town Hall, Bridge Street, Wick, on Tuesday, 27 August 2019 at 10.00am.

Present:

Mr R Bremner
Mr W Mackay
Mr S Mackie
Mr M Reiss

Mr K Rosie
Mr A Sinclair
Ms N Sinclair

Officials in attendance:

Mr A Macmanus, Ward Manager, Chief Executive's Office
Ms A Donald, Education Quality Improvement Manager, Care and Learning Service
Dr F Grant, Head Teacher, Wick High School, Care and Learning Service
Ms M Ross, Principal Housing Officer, Community Services
Ms A Macrae, Committee Administrator, Chief Executive's Office

Also in Attendance:

Chief Inspector J Wilson, Police Scotland

Mr M Reiss in the Chair

**1. Apologies for Absence
Liesgeulan**

An apology for absence was intimated on behalf of Mr D Mackay.

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

There were no declarations of interest.

**3. Minutes
Geàrr-chunntas**

There were circulated and **NOTED** Minutes of the Caithness Committee held on 15 May 2019 and 30 May 2019, which were approved by the Council on 27 June 2019.

4. Matters Arising from the Minutes

The Ward Manager provided Members with an update on the status of the individual actions set out in the Committee's action tracker. The Roads Safety Officer had confirmed the new 20mph speed limit in Wick would go live on 2 September 2019 and that after speed counts would be carried out for six months. If after that period there was an issue with compliance, then evidence would be provided to the safety camera van team. He would also invite the Roads Safety Officer to attend a Ward Business Meeting to discuss with local Members traffic management issues in Ward 2: Thurso and North West Caithness.

The Chair requested that the action⁶ relating to the opportunities for LED street lighting on the trunk road in Caithness being fitted with connections for Christmas lights, be extended to include responsibility for insurance cover at Forss.

Following on from the above, it was suggested that meetings of the Caithness Committee should alternate between Wards 2 and 3 and that further discussion on the arrangements and any cost implications be held at the next Ward Business Meeting.

Discussion then followed on a specific comment contained in the minutes supporting the conversion of vacant shops in town centres for residential use, concern being expressed this was at odds with the significant town centre regeneration work which was ongoing in the area. In response, Members supported the view that town centres should essentially be for businesses.

The Committee:-

- i. **NOTED** the updates to the action tracker from the minutes of meetings of 15 May 2019 and 30 May 2019;
- ii. **AGREED** that the Roads Safety Officer be invited to attend a Ward Business Meeting to discuss with local Members traffic management issues in Ward 2; and
- iii. **AGREED** that meetings of the Caithness Committee should alternate between Wards 2 and 3 and that further discussion on the arrangements be held at the next Ward Business Meeting.

5. Police – Area Performance Summary

Poileas – Geàrr-chunntas air Coileanadh Sgìreil

There had been circulated Report No CC/14/19 dated 14 August 2019 by the North Area Commander.

Members welcomed the roll out of the new mobile working in the Highlands and Islands Division and queried whether there would be a media campaign to raise public awareness of the new system, and the potential for the Council's Corporate Communications to issue a news release. The Chief Inspector confirmed he would contact Police Scotland's media department on this matter and liaise with the Ward Manager with a view to the Council issuing a news release.

In discussion, Members raised the following main issues:-

- the work being undertaken to improve road safety and reduce the number of fatalities in the area through the Road Casualty Reduction Group was welcomed;
- the need also to target slow moving traffic which led to driver frustration and increased risk of accidents;
- concern at the figures for mobile phone offences in the area and potential initiatives involving employers to tackle this issue in respect of heavy good vehicles and delivery vans;
- the need to consider the underlying trends and better anticipate road safety issues in the area, particularly with the significant increase in tourist traffic being observed;
- the Council had for a number of years supported the need for the camera van team to be given more flexibility to operate in locations which reflected local priorities;

- the potential for the Highlands and Islands Roads Casualty Group to feed into the local community partnerships;
- the potential to reduce the length of road closures where there was no diversion following fatal road traffic accidents, the public perception being the delays were becoming longer. The Chief Inspector detailed the work involved in accident investigations and the critical importance of the scene not being contaminated and all evidence and measurements being recorded accurately;
- the need for more initiatives to target young drivers, and for the Driving Ambitions video to be updated to make it more relevant for young people;
- it was accepted the introduction of cycling lanes on main routes such as the North Coast 500 would significantly reduce the risk of road traffic accidents, recognising there were resource implications involved;
- concern at the increase in the number of common assaults in the area, albeit it was known many offences were isolated to certain groups in the community;
- further information was sought and provided in regard to Operation Portrait which sought in partnership to target potential sexual offences involving young people with a focus on social media;
- the plan to increase the number of licensed premises checks was welcomed, specific reference being made to issues of anti-social behaviour at a licensed premises in Thurso;
- the need to achieve a balance in respect of licensed premises checks on the basis that an increased Police presence could also cause alarm in communities;
- a further clamp down on untaxed and abandoned vehicles in the area, would be well received in communities; and
- confirmation was sought and provided that the Police would apply a local approach in the enforcement of the new 20mph speed limit for Wick.

The Committee:-

- i. **NOTED** progress made against the objectives set within the Highland and Islands Local Policing Plan 2017-2020 Year 2 and first quarter of Year 3, attached as Annex A to the report, for the period covering 1 April 2018 - 30 June 2019; and
- ii. **AGREED** to liaise with the Council's Corporate Communications section with a view to a news release being issued on Police Scotland's new mobile working system.

6. Wick Associated School Group Overview Sealladh Coitcheann air Buidheann Sgoiltean Co-cheangailte

There had been circulated Report No CC/15/19 dated 19 August 2019 by the Interim Director of Care and Learning.

The Education Quality Improvement Manager reported it was intended to provide more up to date figures in future reports, and that she was aware the Chief Executive also intended to consult Members on the type of the data they would wish to have reported for scrutiny purposes. She also was working to bring more information to Members in relation to the refurbishment of janitor's houses as requested at the previous meeting.

Dr F Grant, Head Teacher, Wick High School, provided an update on the school roll figures, advising that the current roll was 680. The prediction was that by 2022

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the school roll would be over the capacity of 760 pupils. She advised that Newton Park Primary School also had capacity issues in accommodating the number of pupils within its catchment area.

Dr F Grant then reported on the recruitment challenges at Wick High School and the need to be more creative in recruiting teachers to the area. In terms of the budget, the bulk of the carry forwards shown in the report was a result of the recruitment freeze which had been implemented. She expressed concern at the additional demands and pressure placed on staff as a result which was not evident from the report. She also provided an update on the progress being made on attendances and the challenges in this regard.

During further discussion, Members raised the following issues:-

- concern that Members could not rely on the data in the report being up to date which impacted on their scrutiny role, specific reference being made to the information on school rolls and the suitability and condition of buildings;
- concern at the investment of significant sums of money in building new campuses which were then over capacity within a short period of opening.
- the Head Teacher and staff at Wick High School be commended on the high level of positive destinations achieved in recent years. The high number of pupils going on to employment was a particular success story;
- the need for a discussion at a Council wide level around developing local solutions to the recruitment challenges in Caithness, for example the ability to offer similar packages as island authorities and suitable accommodation;
- Members be kept informed of progress with the review of the Council's system of generic interviews for permanent teaching posts. This included the opportunity for local Members to feed into the process given issues which had arisen in some primary schools recently of which Members had no prior knowledge;
- the Budget Leader be asked if an impact analysis was undertaken in relation to a recruitment freeze being imposed on schools in the area;
- an update was sought and provided in relation to progress with the proposed clustering arrangements for the primary schools in the area. The Manager advised it was anticipated a decision on this matter would be taken in the near future;
- clarification was sought and provided on the trends around pupils remaining in Caithness for their higher/further education; and
- it would be helpful if an overview and more context could be provided on the exclusion rates at Newton Park Primary School.

Thereafter, reference was made to the action point from the last meeting that an update be brought back to the Committee in relation to the provision of and preparation for Gaelic medium education at Thurso High School. There was a need to have immediate action to ensure there was a strategy going forward to give assurance to those parents with children in Gaelic medium education at primary level.

The Education Quality Improvement Manager undertook to continue to take this forward with the relevant officers as a priority. It was requested this matter be considered at the next Ward Business Meeting.

The Committee:-

- i. **NOTED** following scrutiny, the content of the report;
- ii. **AGREED** that an update be brought back to the next Ward Business Meeting on the plan for the provision of Gaelic medium education at Thurso High School;
- iii. **AGREED** that confirmation be sought from the Budget Leader as to whether an impact analysis was carried out in relation to any decision to introduce a recruitment freeze on schools in the area;
- iv. **AGREED** that Members be kept informed of progress with the review of the generic interview system for permanent teaching posts; and
- v. **AGREED** that an overview be provided on the exclusion rates at Newton Park Primary School.

7. **Annual Area Capital Report Cunntas às Ùr mu Chalpa Sgìre**

There had been circulated Report No CC/16/19 dated 9 August 2019 by the Head of Corporate Finance and Commercialism.

In discussion, it was suggested the Seater landfill site was of strategic importance and there was a need for a wider conversation around waste management given the opportunities that may exist for Caithness in this regard.

Thereafter, Members expressed the view that the level of capital spend in Caithness was low and it was disappointing that the Coghill Bridge, Wick was not included in the report. Discussion followed on the process for allocating the capital budget across the Council and the most effective means of lobbying to secure a larger share of capital expenditure for Caithness. It was suggested that Members develop a priority list of projects in the area which were ready to be progressed and could be presented in budget meetings and negotiations. This would provide for a more proactive local approach.

The Committee **NOTED** the:-

- i. expenditure on each project in this Council area in 2018/19;
- ii. budget for each project in this Council area in 2019/20; and
- iii. cumulative spend for each project in this Council area for 2018/19 and 2019/20 to the end of June.

8. **Housing Performance Report - 1 April 2019 to 30 June 2019 Aithisg Dèanadais a thaobh Taigheadais - 1 Giblean 2019 to 30 An t-Og Mhios 2019**

There had been circulated Report No CC/17/19 dated 15 August 2019 by the Interim Chief Officer (Resources) Community Services.

Members discussed a range of issues around the number of void properties in Caithness. It was noted that a feasibility study had been commissioned in relation to bedsit properties on Ormlie Road, Thurso and it was requested this be extended to cover the difficult to let stock across Caithness. Reference was also made to the issues around the reduction in tenancy sustainment rates being observed and the costs involved. It was suggested there was a need to have a local allocations policy for Caithness given the challenges unique to the area, the crux of the issue being the surplus housing stock.

Thereafter, Members raised the potential to have a more localised format of the report which contained other relevant information in addition to that required by the Scottish Housing Regulator. Members requested that further discussions be held at a Ward Business Meeting on the appropriate additional information to be included in future reports. In addition, it was requested that the Head of Housing be invited to attend the next meeting of the Committee.

The Committee:-

- i. **NOTED**, following scrutiny the information provided on housing performance in the period 1 April 2019 to 30 June 2019;
- ii. **AGREED** to request that a feasibility study be undertaken in relation to difficult to let housing stock in Caithness;
- iii. **AGREED** that discussions be held at a Ward Business Meeting on the appropriate additional information to be included in future housing performance reports to the Committee; and
- iv. **AGREED** to invite the Head of Housing to the next meeting of the Committee.

The meeting ended at 1.25pm.

**The Highland Council
Corporate Resources Committee**

Minutes of Meeting of the Corporate Resources Committee held in the Council Chamber, Council Headquarters, Glenurquhart Road, Inverness on Wednesday 28 August 2019 at 10.30am.

Present:

Mr G Adam	Mr R Laird
Mr R Bremner (via VC)	Mr B Lobban
Mr J Bruce	Mr D Louden
Mrs C Caddick	Mr A MacInnes
Mrs H Carmichael	Mr G MacKenzie
Dr I Cockburn	Mr A Mackinnon
Mrs M Davidson	Mrs M Paterson
Mr L Fraser	Mr M Reiss
Mr R Gale	Mr P Saggars
Mr J Gray (substitute)	Mr B Thompson (via VC)
Mr A Jarvie	

Non Members also Present:

Mrs J Barclay	Mr J McGillivray (via VC)
Mr A Baxter	Mr A Sinclair
Mr T Heggie	

Officials in attendance:

Mrs D Manson, Chief Executive
 Ms L Denovan, Executive Chief Officer – Finance & Resources
 Mr E Foster, Head of Corporate Finance and Commercialism, Corporate Resources Service
 Mrs A Clark, Acting Head of Policy, Chief Executive's Office
 Mr R Campbell, Estate Strategy Manager, Care & Learning Service
 Mrs S McKandie, Benefits and Welfare Manager, Corporate Resources Service
 Mr J Shepherd, ICT Operations Manager, Corporate Resources Service
 Ms E Barrie, HR Manager, Corporate Resources Service
 Ms G Falconer, Occupational Health, Safety and Wellbeing Manager, Corporate Resources Service
 Mr S Manning, Principal Traffic Officer, Community Services
 Mrs L Dunn, Principal Administrator, Chief Executive's Office
 Mr A MacInnes, Administrative Assistant, Chief Executive's Office

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 A Mackinnon in the Chair

Business

1. Apologies for Absence Leisgeulan

Apologies for absence were intimated on behalf of Mrs G Campbell-Sinclair, Mr R MacDonald, Mrs D Mackay, Mr S MacKie and Mr D Rixson.

2. Declarations of Interest Foillseachaidhean Com-pàirt

There were no declarations of interest.

3. Recess Powers Cumhachdan Fosaidh

The Committee **NOTED** that the recess powers granted by the Council at its meeting on 27 June 2019 had not been exercised in relation to the business of the Committee.

4. Good News Naidheachdan Matha

- Lynn Foster, Enforcement Officer (Trading Standards) had been presented with the Dave Hankinson Memorial Award for Individual Excellence 2019 in recognition of her anti-counterfeiting enforcement work during 2018. This was a UK award open to nominations from all enforcement agencies such as Trading Standards, the police and customs/border force. The Chair praised Ms Foster for her innovative and effective approaches to working and reported that Highland Council was the first local authority in Scotland to achieve this much coveted award; and
- Gregor Rose had completed his Automotive Modern Apprenticeship and Karen Taylor had completed her IT and Telecommunications Modern Apprenticeship and their certificates were presented at the meeting.

CARE AND LEARNING SERVICE SEIRBHEIS A' CHÙRAM AGUS AN IONNSACHAIDH

5. Gaelic Maoin

(a) Gaelic Language Act Implementation Fund Maoin Buileachaidh Achd na Gàidhlig

There had been circulated Report No RES/24/19 dated 14 August 2019 by the Area Care & Learning Manager.

The Committee:-

- i. **NOTED** how significant and important the GLAIF funding was for Gaelic within the authority; and
- ii. **AGREED** the Gaelic Team be supported in their efforts to attract funding for specific projects.

**(b) Celtic Media Festival
Fèis nam Meadhanan Ceilteach**

There had been circulated Report No RES/24A/19 dated 14 August 2019 by the Area Care & Learning Manager.

- The work of the Gaelic team was commended particularly in relation to the success of the Celtic Media Festival held in Aviemore in June 2019 which was tremendous for the Highlands in the promotion of Gaelic and also the economic benefits this had brought to the area;
- In regard to Highland Council's submission for funding to Bord na Gaidhig, a total of eight projects had received funding, two projects approved 'in principle' and one project was unsuccessful. This demonstrated how active the Council had been in taking forward a wide range of Gaelic projects and that the Council was the lead authority for Gaelic development;
- In terms of the cancellation of this year's Blas Festival organised by Feisean nan Gaidheal, it was hoped that the funding issues could be resolved as it was an important festival for Gaelic. In this respect, it was confirmed that the Council was attempting to arrange a meeting with the Chief Executive of Feisean nan Gaidheal to discuss funding issues and once these discussions had been held an update report would be submitted to the Committee;
- Clarification was sought in relation to which Council budget had been used to support the Celtic Media Festival; and
- It was requested that an update on the Festivals that the Council supported with funding and other Gaelic activities be included in future reports.

Thereafter, the Committee **NOTED** the:-

- i. success of the 40th Celtic Media Festival in the Aviemore area;
- ii. financial benefits to this Highland Council area;
- iii. interaction with local schools in the area and the link to Developing the Young Workforce, through the use of media and associated employment opportunities; and
- iv. that an update on the Gaelic Festivals and other activities that the Council supported would be included in future reports to Committee.

**FINANCIAL MONITORING
SGRÙDADH IONMHASAIL**

**6. Corporate Revenue Monitoring Report to 30 June 2019
Aithisg Sgrùdaidh Teachd-a-steach Corporra gu 31 Dùbhlachd 2019**

There had been circulated Report No RES/25/19 dated 19 August 2019 by the Executive Chief Officer- Finance and Resources.

During discussion, the following main points were raised by Members:-

- In terms of the year end overspend forecast of £2.672m there were mitigation measures in place to ensure that the Council had a balanced budget by the end of the financial year. The Cross Party Budget Working Group would continue to monitor the budget closely and were confident that through good financial governance, efficiencies and commercialism, the measures put in place would address the current forecasted overspend;

- Specific details of how the overspend was to be addressed was requested, and in this respect some of these were referred to in the report;
- The Unallocated Corporate Savings budget required to be allocated, so that Officers were accountable for these savings and Members should be advised how these savings would be delivered. It was confirmed that there was a Change Programme in place comprising 16 projects that would deliver these savings;
- The Cross Party Budget Working Group would be considering Procurement at their next meeting;
- Reference was made to pressures on the Insurance Fund with higher than anticipated claims and the reasons for this were requested;
- Reference was made to lower than anticipated income from car parking and it was queried what the main reason for this was. The view was expressed that the Council had failed to implement budget decisions in relation to the implementation of car parking. It was advised that the Chair of the Committee and the Executive Chief Officer would be meeting with Councillor A Baxter to discuss the Council's plans for income generation;
- In terms of recruitment of agency drivers at considerable extra cost to cover LGV Driver vacancies, it was advised that four LGV driver posts in Community Services had recently been approved for recruitment by the Governance Board; and
- The Council's aim was to maintain the Council's level of reserves this year and gradually increase them thereafter.

Thereafter, the Committee **AGREED** the:-

- i. financial position of the General Fund and HRA revenue budgets as at 30 June 2019 and the estimated year end forecast;
- ii. status of budgeted savings in the year; and
- iii. action in progress intended to deliver a balanced budget by year end.

7. Corporate Capital Monitoring Report to 30 June 2019 Aithisg Sgrùdaidh Calpa Corporra gu 31 Dùbhlachd 2019

There had been circulated Report No RES/26/19 dated 15 August 2019 by the Executive Chief Officer - Finance and Resources.

During discussion, the following main points were raised:-

- In relation to the proposal to spend £0.150m of capital expenditure on the Inverness Coach and Lorry Park, it was queried what would happen to surplus income once loan charges and running costs had been funded. As there was a Council Policy for local car parking income, it was hoped that any surplus income would be retained for Community Services in Inverness and not into the general fund. It was explained that any surplus income would go towards any overspend in the Community Services general budget. In this respect, it was stated that the Policy agreed by Council on car parking was being ignored. It had been agreed by Council that car parking would be disaggregated to Local areas and they would be entitled to a share of the income for re-investment in local areas and the Committee had now been told effectively that this Policy no longer operated. Therefore, it was queried if there would be a report to next week's full Council meeting seeking a reversal of the policy approved by Council. In this respect, clarification would be

provided to Members on what had been decided by Council in relation to the implementation of car parking to Local Areas. Also, it was explained that there was a review on car parking and the disaggregation to Local Committees and this would be discussed at the Cross Party Budget Working Group with a report on this to a future Council meeting; and

- Members were offered training on the financial management information presented to them and there was a need for financial information presented to Members to be understandable.

Thereafter, the Committee **AGREED** the:-

- financial position of the General Fund and HRA Capital Programmes as at 30 June 2019;
- the commitment of £0.250m to the Elsie Normington Foundation be extended by a further year with a full review to be taken in August 2020 should funding draw down not have commenced by then; and
- £0.150m of capital expenditure on the Inverness Coach and Lorry Park with the associated loans charges and running costs to be fully funded by income generated by the facility.

8. Corporate Resources Service and Welfare Budget Revenue Monitoring to 30 June 2019

Sgrùdadh Teachd-a-steach Seirbheis nan Goireasan Corporra agus Buidseat nan Sochairean gu 31 Dùbhlachd 2019

There had been circulated Report No RES/27/19 dated 12 August 2019 by the Executive Chief Officer - Finance and Resources.

The Committee **AGREED** the financial position of the Corporate Resources Service and Welfare budget as at 30 June 2019 as detailed.

9. Corporate Resources Service Capital Monitoring Report to 30 June 2019 Aithisg Sgrùdaidh Calpa Seirbheis nan Goireasan Corporra gu 31 Dùbhlachd 2019

There had been circulated Report No RES/28/19 dated 12 August 2019 by the Executive Chief Officer - Finance and Resources.

The Committee **AGREED** the financial position of the Corporate Resources Service capital budget as at 30 June 2019 as detailed.

10. Chief Executive's Office and Members' Revenue Monitoring Report to 30 June 2019

Aithisg Sgrùdaidh Teachd-a-steach Oifis an Àrd-Oifigeir agus nam Ball gu 31 Dùbhlachd 2019

There had been circulated Report No RES/29/19 dated 13 August 2019 by the Chief Executive.

The Committee **AGREED** the financial position of the Chief Executive's Office and Members' budget as at 30 June 2019 as detailed.

**CORPORATE RESOURCES SERVICE
SEIRBHEIS NAN GOIREASAN CORPORRA**

**11. Treasury Management
Rianachd Ionmhais**

**(a) Summary of Transactions
Geàrr-chunntas Ghnothaichean**

There had been circulated Report No RES/30/19 dated 5 August 2019 by the Head of Corporate Finance and Commercialism.

During discussion, and following information being sought in relation to internal borrowing, short-term deposits and borrowing limits, it was confirmed that this could be provided in more detail for Members as necessary following the meeting.

The Committee otherwise **NOTED** the Treasury Management Summary of Transactions report as circulated.

**(b) Annual Treasury Management Report 2018/19
Aithisg Stiùiridh Bhliadhnail an Ionmhais 2018/19**

There had been circulated Report No RES/31/19 dated 5 August 2019 by the Head of Corporate Finance and Commercialism.

The Committee **APPROVED** the Annual Treasury Management report for 2018/19 as circulated.

**12. Annual Health, Safety and Wellbeing Report 2018/19
Aithisg Bhliadhnail Slàinte, Sàbhailteachd agus Sunnd 2018/19**

There had been circulated Report No RES/32/19 dated 20 August 2019 by the Executive Chief Officer, Resources and Finance.

During discussion, and in thanking Officers for the work undertaken on the report, the importance of maintaining levels of training was emphasised, not least in terms of the legal requirements in this regard and the need to fully develop staff within the Council in future.

It was also noted that reporting of incidents had increased on the previous year and that the number of days lost had decreased and both of these statistics were positive.

In confirming that there had to be an ongoing focus on mental health issues across the Council, it was suggested that more detail in relation to historical data concerning referrals by Services would be helpful in order that the position could be compared/monitored over time.

Thereafter, the Committee:-

- i. **NOTED** the achievements and performance for 2018/19; and
- ii. **APPROVED** the Occupational Health, Safety and Wellbeing Annual Report.

13. ICT Transformation and Network Refresh Cruth-atharrachadh ICT agus Ùrachadh Lionraidh

There had been circulated Report No RES/33/19 dated 26 July 2019 by the Executive Chief Officer – Resources and Finance.

In this regard, and with specific reference to the rollout of Chromebooks to schools, it was noted that work was underway to assess the future requirements for ongoing support and refresh of the Chromebook estate and that options were currently being considered in conjunction with the Care & Learning Service.

The Committee otherwise **NOTED** the update on the ICT Transformation and Network Programmes.

14. Corporate Workforce Plan 2019/20 Ro-innleachd Dealbhadh Sgioba-obrach

There had been circulated Report No. RES/34/19 dated 15 August 2019 by the Executive Chief Officer – Resources and Finance.

During discussion, the following main points were raised:-

- the proposals for addressing the shortfall in HR and Training Support staff was welcomed and it was confirmed that Managers should be given any help required in managing staff as and when necessary;
- the Modern Apprenticeship scheme was going from strength to strength and this was extremely positive for the organisation, not least in building the required skills for the future and offering career development to staff over time;
- there was a need for further information to be provided on Pupil Support Assistants, specifically how many staff had been impacted by changes, redeployed or not able to continue;
- it was noted that there was to be liaison with Community Planning Partners and also implementation of in-house training in order to address problems with recruitment in specific geographical areas of the Highlands and in this respect it was suggested that it would be helpful if future reports could contain more detail on the areas where recruitment was currently a problem;
- in highlighting the work being undertaken to address the potential challenges from the Brexit situation, it was noted that, as well as supporting staff through the process, contingency planning to anticipate and address potential workforce sustainability risks and skill gaps would be required and this would be incorporated into the 2019/20 Workforce Planning cycle; and
- it had been highlighted that, out of a total of 152 respondents to an audit of EU nationals and their length of stay in the UK, only one person had indicated that they intended to leave and this was encouraging.

Thereafter, the Committee otherwise **NOTED** the Corporate Workforce Planning priorities for 2019/20 and that the Transformation and Transition report to Council on 5 September 2019 would provide details of the resources required to deliver the priorities for 2019/20.

**15. Bunsgoil Shleite 1140 hours Nursery Provision
Solar 1140 uairean Sgoil-àraich Bun-Sgoil Shlèite**

There had been circulated Joint Report No RES/35/19 by the Chief Executive and the Director of Development and Infrastructure.

During discussion, thanks were conveyed to the Officers concerned for the work which had been undertaken in what had been very difficult circumstances and, and whilst supporting the recommendations in the report, the importance of the Gaelic language to this specific area was highlighted.

It was also stressed that there was a need for all parties to be equally respected and to work together in taking these proposals forward, not least for the benefit of the children. In this regard, it was noted that work would be undertaken with the local community to address any further concerns which might arise in the future.

Thereafter, the Committee:-

- i. **AGREED** that Option 1 for a new build nursery unit to accommodate both the English and Gaelic Medium nurseries as outlined in Sections 5.2 and 6.1 of the report be taken forward as the preferred option;
- ii. **AGREED** that £250,000 be allocated from the School Estate Investment Programme capital budget for the formation of a new car park and associated works along with minor improvements to the former school house now used as a classroom/teaching space; and
- iii. **NOTED** that work would be undertaken with the Bun-Sgoil Shlèite community in order to improve community relations and seek greater collaboration.

**16. Corporate Resources Service - Quarterly Performance Report
Aithisg Choileanaidh Ràitheil Seirbheis nan Goireasan Corporra**

There had been circulated Report No RES/36/19 by the Interim Chief Officer Resources (Care & Learning).

The Committee **NOTED** the statutory and key performance indicators as outlined in the report.

**MINUTES OF MEETINGS
GEÀRR-CHUNNTAS CHOINNEAMHAN**

**17. Commercial Board: Minutes of Meetings
Bòrd Malairteach: Geàrr-chunntasan Choinneamhan**

There had been circulated Minutes of Meetings of the Commercial Board held on 6 August 2019 - the terms of which were **APPROVED**.

18. Minutes of Meetings
Geàrr-chunntasan Choinneamhan

The Committee:-

- i. **APPROVED** the Minutes of the Staff Partnership Forum held on 9 August 2019;
- ii. **APPROVED** the Minutes of the Central Safety Committee held on 9 August 2019;
- iii. **NOTED** the Minutes of the Appeals Committee held on 30 May, 10 June and 5 August 2019; and
- iv. **NOTED** the Minutes of the Employment Release Sub Committee held on 30 May 2019.

The meeting ended at 12.40pm.

The Highland Council

Minutes of Meeting of the **City of Inverness Area Committee** held in the Council Chamber, Town House, Inverness on Thursday 29 August 2019 at 10.00am.

Present:

Mrs H Carmichael	Mr A Jarvie
Mr R Balfour	Ms E Knox
Mr B Boyd	Mr R Laird
Mr I Brown	Mrs B McAllister
Mrs C Caddick	Mrs I MacKenzie
Mrs G Campbell-Sinclair	Mr D Macpherson
Mr A Christie	Mr R MacWilliam
Mrs M Davidson	Mrs T Robertson
Mr K Gowans	Mr G Ross
Mr J Gray	Mr C Smith

Officials in Attendance:

Mr S Black, Director of Development and Infrastructure
 Mr E Foster, Head of Corporate Finance & Commercialism, Corporate Resources
 Mr C Howell, Head of Infrastructure, Development & Infrastructure
 Mr D Cowie, Principal Planner, Development and Infrastructure
 Ms S Barrie, Programme Manager (Property) Development & Infrastructure
 Mr B Cameron, Housing Policy and Investment Manager, Community Services
 Mr R Taylor, Roads Operations Manager, Community Services
 Ms D Sutton, Amenities Manager (South) Community Services
 Mr G Munro, Policy Assurance Officer, Corporate Resources
 Mr K Forbes, Property Manager (Estates), Development & Infrastructure
 Mr D Haas, Inverness City Area Manager, Chief Executive's Office
 Mrs L Dunn, Principal Administrator, Chief Executive's Office

Also in attendance:

Superintendent I McClelland, Police Scotland
 Inverness Area Commander M MacInnes, Police Scotland
 Mr B Beattie, Creative Services Scotland
 Mr S MacKellar, LDN Architects
 Ms J Murray, Victorian Market Manager

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

Mrs H Carmichael in the Chair

Preliminaries

Queen's Birthday Honours Urraman Co-là-breith na Banrigh

Prior to the commencement of the formal business, the Provost reported that Mr N MacLeod had been awarded an MBE for services to charity and the Committee extended their congratulations.

Business

1. Apologies for Absence Leisgeulan

Apologies for absence were intimated on behalf of Miss J Campbell, Mr G Cruickshank and Mr A Graham.

2. Declarations of Interest Foillseachaidhean Com-pàirt

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

Item 8 – Mr A Christie and Mr A Jarvie (non-financial)

Item 11.a – Mrs T Robertson (non-financial)

Item 11.b – Mr A Christie and Mr A Jarvie (non-financial)

Item 11.f – Mr R Balfour, Mr A Jarvie and Mr D Macpherson (non-financial)

3. Recess Powers Cumhachdan Fosaidh

The Committee **NOTED** that the Recess Powers granted by the Council at its meeting on 27 June 2019 had not been exercised in relation to the business of this Committee.

4. Presentation – Inverness Castle Project Update Taisbeanadh – Cunntas às Ùr mu Phròiseact Caisteal Inbhir Nis

A joint presentation was undertaken by the Director of Development and Infrastructure, Mr S MacKellar from LDN Architects, and Mr B Beattie from Creative Services Scotland. During the presentation, an update was provided on the progress that had been made with the Inverness Castle project which had been given the working title 'Spirit of the Highlands'. Further, an update was provided on the project governance and partners; the vision and ambition for the visitor attraction; on funding being secured; and an outline of the Master Planning and Business Planning for the project which would be undertaken through a multi-phased approach. In addition, an update was provided on the work that had been undertaken by LDN Architects to help inform the concept design strategy and also by Creative Services Scotland on how the key elements of the Spirit of the Highlands would be captured and distilled within the visitor attraction.

Following the presentation and during discussion, the undernoted main points were raised:-

- The Committee recognised that this was an exciting and challenging project and appreciation was expressed to the Scottish Cabinet Secretary for Rural Economy, Mr F Ewing, for his work in ensuring Highland Council secured ownership of Inverness Castle;

- It was recognised that one of the most challenging aspects of this project would be interpreting the Spirit of the Highlands. It was emphasised that there was a need to ensure that exhibits would be dynamic and relevant. It was suggested that there should be public engagement in this regard. However, concern was expressed that key local cultures would not be recognised/represented and assurance was sought and provided that appropriate specialist bodies such as the School of Scottish Studies would be consulted;
- It was also requested that consideration be given to the external areas of the Castle, including the potential for the gardens and using this as an opportunity to develop a green space for the City; and
- Assurance was sought and provided that steps would be taken to ensure that the building would be accessible.

Thereafter, the Committee **NOTED** the presentation.

5. Police – Area Performance Summary Report Poileas – Geàrr-aithisg Coileanadh Sgìreil

There had been circulated Report No. CIA/35/19 dated 14 August 2019 by the Chief Inspector Colin Gough, Area Commander.

During discussion the following main points were raised:-

- Appreciation was expressed for the recent Police attendance at the Fort Augustus and Glenmoriston Community Council meeting. It was highlighted that this area had been experiencing a high volume of local break-ins and the support and advice provided by Police Scotland had been helpful. It was indicated that this was a tourist economy area and disappointment was expressed at the reducing local banking services and the profound effect of this on local communities;
- Alcohol and Drugs Misuse was currently included within Anti-social Behaviour and it was suggested that consideration should be given to reporting this separately;
- Concern was expressed at the increasing challenging road behaviour being frequently experienced on the B9006 and further advice was sought and provided on how this could be addressed;
- Appreciation was expressed for the ongoing Police presence and support in the City Centre and the positive impact this was having particularly in regard to shoplifting;
- Further information was sought and provided on the increasing number of Domestic crimes and it was emphasised that there was a need to drive out Hate crimes which must not be tolerated;
- Concern was expressed that Highland was not receiving its fair share from the Proceeds from Crimes Fund and further information was requested on the Highlands financial contribution to the Fund and how much had been redistributed back to the area;
- Although the Keep Left campaign was welcome, there was a need to do more to promote and improve road safety in this regard;
- An update was sought and provided on the search at the Leanach Quarry; and
- The Committee extended their appreciation to Chief Inspector Gough for his contributions to City policing and Community Planning.

Thereafter, the Committee **NOTED**:-

- i. progress made against the objectives set within the Highland and Islands Local Policing Plan 2017-2020 Year 2 and first quarter of Year 3, attached as Annex A to the report, for the period covering 1 April 2018- 30 June 2019; and
- ii. that further information be reported back on how much the Highlands had financially contributed to the Proceeds from Crimes Fund and how much had been redistributed back to the area.

In accordance with Standing Order 9, with the consent of the meeting, Item 11 on the agenda was taken at this point.

11. Inverness Common Good Fund Maoin Math Coitcheann Inbhir Nis

a) Review of Priorities Ath-sgrùdadh Phrìomhachasan

Declarations of Interest –

Mrs T Robertson declared a non-financial interest in this item as the Chair of Special Needs Action Project but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that her interest did not preclude her from taking part in the discussion.

There had been circulated Joint Report No. CIA/41/19 dated 16 August 2019 by the Head of Corporate Finance & Commercialism and Inverness City Area Manager.

During discussion it was recommended, and supported, that there should be greater consultation with Members on the longer term investment strategy of the Inverness Common Good Fund. It was indicated that there was a need to examine and ensure that the fund assets were being maximised and to consider the implications of future expenditure as well as wider issues such as BREXIT. It was proposed that a Member workshop should be held in this regard (as detailed within the recommendations), with expert advice being sought as required, and although further discussion on this was welcome it was also highlighted that there was a need to ensure openness and transparency. Therefore, it was suggested that a report on the outcome of the workshop should be submitted to a future meeting of the Committee to determine the long term strategy.

Following discussion, the Committee:-

- i. **NOTED** the progress to date of the Strategy agreed in 2014;
- ii. **NOTED** existing expenditure commitments;
- iii. **AGREED** that a Member workshop be held to consider the long term investment strategy of the Inverness Common Good Fund and that a report be submitted to Committee thereafter to approve the strategic outcomes and Action Plan;

- iv. **AGREED** that the Committee instruct the Inverness City Area Manager to prepare a Feasibility Study at a cost of no more than £5,000 into the future use of the Town House based on the objective of ensuring that it continued to be used for the principal benefit of the Residents of the Burgh, with a focus on retaining the Town House as a Civic Hub for the City. All under the scrutiny of the ICGF Sub Committee, with a report on the outcome being brought back to this Committee in due course; and
- v. **NOTED** that annual Budget Setting reports would be utilised to keep the strategy for the Inverness Common Good Fund (ICGF) under review.

**b) Discretionary Scheme for Winter Payments 2019/20
Sgeama fo Ùghdarras airson Phàighidhean Geamhraidh 2019/20**

Declarations of Interest –

Mr A Christie declared a non-financial interest in this item as the General Manager of Inverness, Badenoch and Strathspey Citizens Advice Bureau but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude him from taking part in the discussion.

Mr A Jarvie declared a non-financial interest in this item as a director of Inverness, Badenoch and Strathspey Citizens Advice Bureau but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude him from taking part in the discussion.

There had been circulated Joint Report No. CIA/42/19 dated 19 August by the Acting Head of Revenues and Customer Services and Inverness City Area Manager.

During discussion, the following main points were raised:-

- There was no evidence that there would be a 5% increase in uptake in the Scheme;
- Concern was expressed at the eligibility criteria that there should be no person in the household that had been in receipt of a wage within the last six months and it was suggested that this was too long a period and should be reviewed;
- It was felt that the application process was too complex and should be simplified;
- It was felt that it was too late to make changes to the Scheme for 2019/20. Therefore it was recommended that there should be a holistic appraisal of the Scheme, which would include matters such as the application process, eligibility criteria, publicity/promotion of the Scheme etc., and that this should be undertaken as part of the wider review of the Inverness Common Good Fund; and
- It was proposed that the level of the single tier award should be increased annually in line with current Consumer Price Inflation (CPI) rate and it was indicated that it would be feasible to implement this with effect for 2019/20 raising the award to £84 and this was supported.

The Committee **AGREED**:-

- i. the level of the single tier award to those applicants that satisfy the eligibility criteria for the 2019/20 scheme be increased in line with current CPI rate to £84 and that the payment award be raised annually thereafter in line with CPI;
- ii. an overall budget which recognised any increase in the single tier award to take into account the demand from ongoing welfare reforms and energy costs be provided;
- iii. that the criteria utilised for the 2018/19 scheme, as set out in paragraphs 7.2 to 7.6 of the report, be used as the basis for the 2019/20 scheme;
- iv. this discretionary scheme be made available to residents in the City of Inverness and the Landward areas of the seven City Wards;
- v. to promote payment by BACS for this discretionary scheme as this was the most secure method of payment for recipients of the payment and the Council alike; and
- vi. there be an appraisal of the Scheme and that this be undertaken as part of the wider review of the Inverness Common Good Fund.

**c) Common Good Fund Sub Committee – Annual Report 2018/2019
Fo-Chomataidh na Maoin Maith Choitchinn – Aithisg Bhliadhnail 2018/19**

There had been circulated Report No. CIA/43/19 dated 9 August 2019 by the Inverness City Area Manager.

The Committee **NOTED** and scrutinised the work of the ICGF Sub Committee as described within the report.

**d) Victorian Market Annual Report - Action Plan – Annual Review
Margaid Bhictòrianach – Plana Gniomha – Ath-sgrùdadh Bliadhnail**

There had been circulated Joint Report No. CIA/44/19 dated 16 August 2019 by the Director of Development and Infrastructure and the Inverness City Area Manager.

During discussion the following main points were raised:-

- The Committee welcomed the proposals and recognised the need for investment in the Victorian Market but concern was expressed at allocating this significant level of funding based on the information that had been presented and without further assurances;
- It was indicated that Appendix 4 was not a Business Case as it did not contain the required information in terms of the justification and the expected commercial benefit of the project. It was therefore proposed that recommendation two should not be agreed at this stage and that a full Business Case should be submitted to a future meeting for approval;
- In addition to the above, it was felt that further research was required to be undertaken in terms of financial modelling to consider the value/return of the project to the Common Good Fund and that this should also be included in the workshop. Therefore, it was felt that no further decisions could be made in regard to this project in the absence of this information;

- The vision was welcomed but disappointment was expressed with the way in which the report had been presented as it implied that it was a fait accompli;
- It was highlighted that the Action Plan had been approved a year ago and disappointment was expressed that further progress had not been made. It was recommended that decisions should be informed and move in line with retail trends and further information was required on the associated risks;
- The Market was not a heated space and it was queried if/how this aspect would be addressed;
- In terms of branding, it was indicated that this needed to be linked to the corporate identity and it was also queried if this work was necessary and value for money;
- It was indicated that the future development of the Victorian Market was very important to the regeneration of the City and in view of this it was important that the project was able to be progressed. However, although this view was supported, it was felt that there was not sufficient information to make an informed decision at this stage; and
- In contrast, it was felt that further information on the likely costs and a financial commitment towards these was required to be able to move the project forward. Further information was sought and provided on the initial level of spend required to progress. However, it was noted that the Market was an Inverness Common Good Fund asset which needed to deliver a return on any investment.

Following detailed discussion, the Committee:-

- i. **AGREED** to the continued development of the 'Branding' of the Victorian Market as described within the report to include, Marketing, Signage, Naming Appendix 3 to the report;
- ii. **AGREED** that a full Business Case, including an Economic Impact Assessment (EIA), on the redesign of the Market Hall be submitted to a future meeting for approval and that further reports be presented to the City of Inverness Area Committee to progress the project programme as required;
- iii. **AGREED** that the value/EIA of the Project be considered at the workshop as part of the wider review of the Inverness Common Good Fund; and
- iv. **AGREED** the updated Action Plan Summary as endorsed by the Victorian Market Stakeholder Group as detailed in Appendix 5 to the report.

**e) Victorian Market –Market Hall Redesign Inverness
Margaid Bhictòrianach, Ath-dhealbhadh Talla na Margaid, Inbhir Nis**

There had been circulated Joint Report No. CIA/45/19 dated 14 August 2019 by Director of Development and Infrastructure and Inverness City Area Manager.

During discussion, Members raised the following issues:-

- A number of Members expressed concern at approving this significant level of expenditure at this stage. Members acknowledged and were supportive of the need for the Market to be redeveloped. However, there was a need for greater information including a detailed Business Plan and an Economic Impact Assessment to analyse the value of the project planned to have been presented at the next Committee on 21 November 2019 which would now be included within the wider review of the Inverness Common Good Fund to ensure Members could make a fully informed decision planned for the next meeting. On this basis it was recommended that the report should only be noted at this stage; and
- Further clarity was sought and provided on how long the tender process would take and the likely number of responses that would be received.

The Committee **NOTED** the report and that the Market Hall redesign would be reconsidered pending submission of a full Business Case (which would include an EIA).

At this point the meeting was adjourned for lunch at 12.45pm and reconvened at 1.30pm.

- f) Inverness Events and Festivals - Review of 2019-20 to date and proposals for 2020-21**
Tachartasan agus Fèisean Inbhir Nis- Ath-sgrùdadh 2019-20 gu ruige seo agus molaidhean airson 2020-21

Declarations of Interest –

Mr R Balfour declared a non-financial interest in this item as a member of the Northern Meeting Park but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude him from taking part in the discussion.

Mr A Jarvie and Mr D Macpherson declared non-financial interests in this item as directors of High Life Highland but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that their interest did not preclude them from taking part in the discussion.

There had been circulated Report No. CIA/46/19 dated 16 August 2019 by the Inverness City Area Manager.

During discussion the following main point were raised:-

- Further information was sought and provided on the legal position and the associated conditions of the Northern Meeting Park;

- The Chair of the Events and Festivals Working Group gave a summary of the work that had been undertaken to date to support the long term strategy and offset costs. He explained that the key aim was to attract, develop, and nurture new events while providing greater support to community groups and securing use as a green space for school groups. He advised that there was the potential to generate additional funds which could be utilised towards an agreed programme and investment of the facility through working collaboratively with partners and he sought the Committee's support of the recommendations;
- This was a valuable asset which was underused but had the capacity to operate as a standalone facility through good management. It was therefore suggested that consideration should be given to High Life Highland being given the opportunity to operate the facility with the incentive to generate and retain the profit. However, it was highlighted that there were a number of organisations that had the skills to operate the facility and that, if this route was pursued, appropriate bids should be sought in this regard;
- It was queried whether utilisation of £115,000 from the Inverness Common Good Fund to operate the Hogmanay event was the best use of expenditure. It was suggested that the Hogmanay event should no longer be a free event and that these funds could be better utilised to change outcomes in people's lives. It was recommended that this issue should be considered as part of the wider review of the Inverness Common Good Fund;
- It was indicated that the Northern Meeting Park had a significant land value and this needed to be taken into account when considering any asset transfer;
- Concern was expressed that the Hogmanay event could not be delivered based on the reduced level of budget. Although the events and the benefits they generated for the City were welcome, it was suggested that the programme was tired and in need of a revamp. However, it was highlighted that the Events and Festivals Working Group had been tasked with reducing their reliance on the Inverness Common Good Fund. It was stressed that the Hogmanay event being free was helpful and beneficial to families. In addition, there was no evidence that this was a tired event with sustained annual audiences attending of approximately 10,000 people. In view of this, it was suggested that given it was a high profile event, greater sponsorship should be sought to help make it more commercial;
- Further information was sought on the potential partners and the members of the Highland Games Committee;
- The historical importance of the Highland Games was emphasised. It was indicated that the Council had been a poor custodian of the Northern Meeting Park and there must be an improved commitment to maintain the building;
- Further communications with community interest groups and wider public engagement was recommended; and
- It was requested that all information and research considered by the Events and Festivals Working Group on the feasibility of charging for the Hogmanay event should be circulated to the Committee.

The Committee:-

NOTED the 2019/20 update;

NOTED the research undertaken into Hogmanay and budget cutting;

APPROVED the 2020/21 Events and Festivals Action Plan;

APPROVED the 2020/21 Budget of £275,000 (Appendix 3) subject to the addition of a 10% contingency (£25,000) noting that the agreement of the City of Inverness Area Committee would be required prior to the contingency being allocated against expenditure;

***AGREED TO RECOMMEND** that Officers support the Events and Festivals Working Group to work with partners to deliver a programme of events in Northern Meeting Park to generate the additional income required to deliver the agreed programme; subject to ensuring that all reasonable steps were taken to ensure that any current users who might suffer detriment were given advice and support where appropriate; and

AGREED that all information and research considered by the Events and Festivals Working Group indicating that charging for Hogmanay event would not be successful be circulated to the Committee.

**g) Financial Monitoring and Capital Projects
Sgrùdadh Ionmhasail agus Pròiseactan Calpa**

There had been circulated Report No. CIA/47/19 dated 12 August 2019 by the Inverness City Area Manager.

During discussion, further information was sought:-

- and provided on the rationale to recover the run rate of the Inverness Common Good Fund Grants budget of £540,000 as detailed in Appendix 1 to the report; and
- on the reference to 'Event Office' contained in Appendix 3 to the report.

The Committee **NOTED** the:-

- i. financial monitoring report to 31 July 2019; and that overall expenditure was within agreed budgets;
- ii. current status of capital projects; and
- iii. that further clarity would be provided in regard to 'Event Office' as contained in Appendix 3 to the report.

**h) Grants Applications over £10,000
Iarrtas an Tabhartais thar £10,000**

There had been circulated Report No. CIA/48/19 dated 8 August 2019 by the Inverness City Area Manager. In this connection, there had been circulated separately a copy of supporting documentation as Booklet A.

The Committee **NOTED** the current status of capital projects and **APPROVED** the following applications:-

- Special Needs Action Project - £17,500
- Visit Inverness Loch Ness Ltd - £20,000
- The Ledge - £25,000

6. A9/A82 Longman Junction Improvement scheme – Preferred option consultation Summer 2019
Sgeama Leasachaidh Ceann-rathaid an Longman A9/A82 – Co-chomhairle mun roghainn as fheàrr, Samhradh 2019

There had been circulated Report No. CIA/36/19 dated 14 August 2019 by the Director of Development and Infrastructure.

During discussion an update was sought and provided on the site investigations at the former landfill site and the environmental mitigation for the scheme (points 5 and 8 of Appendix 2 to the report). It was further reported that a virtual reality model of the preferred option could be viewed on Transport Scotland's website.

Thereafter, the Committee **NOTED** and welcomed Transport Scotland's progress with preparation of the A9/A82 Longman Junction Improvement scheme and **AGREED** to homologate the Council's response to the recent consultation that was held on the preferred option.

7. Annual Area Capital Report

There had been circulated Report No. CIA/37/19 dated 22 August 2019 by the Head of Corporate Finance and Commercialism.

During discussion, further information was sought on the:-

- level of land compensation in respect of the South West Inverness Storm Water Relief and when this was likely to be received; and
- Whin Park Hydro Scheme.

Thereafter, the Committee **NOTED** the:-

- i. expenditure on each project in this Council area in 2018/19;
- ii. budget for each project in this Council area in 2019/20; and
- iii. cumulative spend for each project in this Council area for 2018/19 and 2019/20 to end of June; and
- iv. that further information would be reported back to Councillor K Gowans on the outstanding sum of compensation due in respect of the South West Inverness Storm Water Relief and the likely date of receipt and to Councillor C Smith on the Whin Park Hydro scheme.

8. Housing Performance Report – 1 April to 30 June 2019
Aithisg Dèanadais Taigheadais – 1 Giblean gu 30 An t-Òg mhios 2019

Declarations of Interest –

Mr A Christie declared a non-financial interest in this item as the General Manager of Inverness, Badenoch and Strathspey Citizens Advice Bureau but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude him from taking part in the discussion.

Mr A Jarvie declared a non-financial interest in this item as a director of Inverness, Badenoch and Strathspey Citizens Advice Bureau but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude him from taking part in the discussion.

There had been circulated Report No. CIA/38/19 dated 14 August 2019 by the Interim Chief Officer Resources (Community Services).

During discussion, Members raised the following issues:-

- The improvement in the Culloden/Ardersier Ward in respect of Average rel-let time was welcome. However, disappointment was expressed at the continuing impacts of Universal Credit and also the increasing level of homelessness and it was queried whether any further action could be taken to alleviate this;
- Disappointment was expressed that despite repeated requests, no action had been taken to secure the entrance door at 132-154 Glendale Terrace, Inverness and to repair the fire alarm. A request was made for these works to be undertaken as a matter of urgency;
- A request was made for further information on the actions that had been taken to accelerate voids; and
- In view of the increasing homelessness figures, it was queried why existing vacant properties such as Janitor Houses were not being utilised to ease this pressure.

Thereafter, the Committee **NOTED** the information provided on Housing Performance for the period 1 April 2019 to 30 June 2019 and that that further information would be reported back to Councillor A Christie on the action that had been taken to accelerate voids and to Councillor R Laird on the security and safety maintenance works required at Glendale Terrace, Inverness.

9. Winter Maintenance Plan 2019/20 Plana Obair-gleidhidh Geamhraidh 2019/20

There had been circulated Report No. CIA/39/19 dated 14 August 2019 by the Interim Chief Officer Resources (Community Services).

During discussion the following main point were raised:-

- It was highlighted that the condition of the roads was not solely due to winter and it was emphasised that there had been no subsequent increase in the Roads Maintenance budget, particularly to reflect the increasing levels of new housing in the City. A number of other Members expressed a similar view that the budget allocation between the City of Inverness area and the rest of the Highlands was not equitable. It was suggested that Members should continue to lobby their respective political groups for the distribution formula to be reviewed. However, it was highlighted that this matter of ensuring a fair allocation of the Roads Maintenance budget for the City of Inverness area had been raised previously. Disappointment was expressed that this had not yet been resolved and a plea was made for this to be actioned. Concern was expressed that this issue, along with a number of others such as disaggregation of local budgets, particularly in regard to car parking income, and the localism agenda were not being progressed. In response it was clarified that these issues had been

delayed pending implementation of the new organisational structure but assurance was provided that these were key priorities which would be taken forward with a view to disaggregated budgets being implemented with effect from April 2020;

- It was highlighted that Winter Maintenance was provided by a small team and the Committee commended them for efforts and the excellent service they provided;
- A request was made for the categorisation of Kirkwall Brae and Brudes Hill to be reconsidered and an explanation was provided in regard to how priority gritting was determined; and
- Further information was sought and provided in regard to Northbridge and how priority routes were prioritised.

Thereafter, the Committee **APPROVED** the Winter Maintenance Plan for the Inverness Area, which included the priority road lists and maps presented in Appendices B & C, subject to the amendments in 5.8 and 5.9 as detailed in the report.

10. Remote Mower Options Roghainnean Lomair-feòir Cèin

There had been circulated Report No. CIA/40/19 dated 17 July 2019 by the Interim Chief Officer Resources (Community Services).

During discussion the following main points were raised:-

- It was recommended that the Council should give further consideration to implementing technological advances to undertake services;
- Assurance was provided that appropriate service maintenance agreements would be in place; and
- Concern was expressed at the proposal whereby the purchase costs should be shared equally with the Council and the Inverness Common Good Fund but it was clarified that the equipment would be utilised to provide an enhanced grass cutting service to the area, i.e. not solely used on the Castle and river bank areas. On this basis, it was recommended that this arrangement should be formally recognised with a Service Level Agreement. Similarly, given that this would be shared asset with the Inverness Common Good Fund, it was stressed that the equipment should be retained in Inverness and should not be utilised in other Council areas.

The Committee:-

- i. **NOTED** the health and safety concerns associated with the cutting of steep banks including the Castle and River banks; and
- ii. **AGREED** Option 3, as detailed in the report, being to part fund the purchase of a remote mower for the ongoing cutting of the Castle and River banks as well as other areas of steep banks and a contribution cost from the Common Good Fund of £20,000.

12. Homologation of new Street Names Aontachadh Ainmean Sràide ùra

There had been circulated Report No CIA/49/19 dated 8 July 2019 by the Inverness City Area Manager.

The Committee **AGREED** to homologate the naming of new streets as follows:

- New commercial development, Inverness Airport
- New housing development, Tornagrain, Inverness
- New Housing development, Milton of Leys, Inverness

13. Minutes Geàrr-chunntas

There had been circulated Minutes of Meetings as follows:-

- i. City of Inverness Area Committee held on 30 May 2019 – **NOTED**;
- ii. Victorian Market Stakeholder Management Group held on 14 May 2019 and 9 July – **NOTED**;
- iii. Inverness Events and Festivals Working Group held on 3 June – **APPROVED**; and
- iv. Inverness Common Good Fund Grants Sub-Committee held on 5 August – **APPROVED**.

14. 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 Paragraphs 6 and 9 of Part 1 of Schedule 7A of the Act.

15. Inverness Common Good Account Sites and Premises Transaction Report Aithisg Gnothachais Làraich agus Togalaichean Chunntasan Maoin Math Choitcheann Inbhir Nis

There had been circulated to Members only Joint Report No CIA/50/19 dated 9 August 2019 by the Head of Development and Regeneration and the Property Manager (Estates).

Following discussion, the Committee **NOTED** the contents of the report as detailed.

The meeting ended at 4.00pm.

The Highland Council

Minutes of Meeting of the **Lochaber Committee** held in **Council Chambers, Council Offices, Charles Kennedy Building, Achintore Road, Fort William, on Thursday, 29 August 2019 at 10.30 a.m.**

Present:

Mr A Baxter
Mr A Henderson
Mr I Ramon

Mr D Rixson
Mr B Thompson

In attendance:

Mrs D Ferguson, Senior Ward Manager (Ross, Skye and Lochaber)
Mr R Porteous, Roads Operations Manager, Community Services
Mr M Bain, Project Manager, Corran Ferry, Community Services
Mr S Manning, Principal Transport Officer, Community Services
Ms S MacLennan, Housing Manager (South), Community Services
Mr J Henderson, Housing Investment Officer, Community Services
Ms L Burns, Project Manager, Development & Infrastructure (by Video Conference)
Ms D Sutton, Amenities Manager (South), Community Services (by Video Conference)
Mr D Esson, Quality Improvement Manager, West, Care and Learning Service
Mr A MacInnes, Administrative Assistant, Chief Executive's Service

Also in attendance:-

Police Sergeant D McCartney, Police Scotland

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 A Baxter - Chairman

Business

1. **Apologies for Absence** **Leisgeulan**

Apologies for absence were intimated on behalf of Mr B Allan and Mr N McLean.

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

The Committee **NOTED** the following Declarations of Interest:-

Item 6 – Mr A Baxter (non financial)
Item 10 – Mr D Rixson (non financial)

3. **Police Scotland Local Committee Performance Report** **Aithisg Coileanaidh Comataidh Ionadail Poileas Alba**

There had been circulated Report No LA/13/19 by the Area Commander for Police. During discussion, the following main points were raised by Members:-

- in terms of the introduction of Mobile Working it was queried if single crewed Officers would have more capability with the mobile device than they currently have;
- in relation to publicity regarding the West Midlands Police operation called 'Park Safe' where the public were able to take photographs of cars parked on pavements, obstructing the highway etc., it was queried if there were any plans to rollout this operation in Scotland. An undertaking was given to provide information on this to Councillor B Thompson;
- problems with obstructive parking at Glenfinnan were highlighted. It was queried if it was now time for Councillors to work with the Police to establish a formal clearway that was enforceable from the Glenfinnan rail bridge to beyond the village as there were extreme concerns regarding pedestrian safety, and that there could be a fatality on this stretch of road if not. This suggestion was supported by the Police and it was noted that the Community Council were trying to erect a footbridge in this area;
- the presentation at Caol Community Centre on banking scams targeting the elderly was welcomed and it was hoped it would be repeated;
- a fifth of missing persons were young people that had social care experiences and it was welcomed that the Police were working with residential units to address this problem;
- when there were serious accidents on roads, there was a need to get information out to the public to raise awareness of the incident so that they could avoid the area and regular bulletins on Nevis Radio was suggested. It was confirmed that information was sent out to Bear Scotland and local media to warn drivers of serious road accidents;
- reference was made to anti social behaviour in Glen Etive and other areas in Lochaber and a greater Police presence would possibly help stop this. The problem of Campervans parking in laybys in Glen Etive was also highlighted and there was a need to penalise such offences to act as a deterrent. It was confirmed that Police action had been taken on these issues in Glen Etive;
- noisy and speeding cars at night, particularly at weekends affecting elderly people on Alma Road was also highlighted as an issue. An undertaking was given to pass this information onto local Police Officers; and
- the Police did work alongside Parking Enforcement Officers to tackle the issue of obstructive parking.

Thereafter, the Committee **NOTED** progress made against the objectives set within the Highland and Islands Local Policing Plan 2017-20 Year 2 and 3, attached as Annex A to the report, for the period covering 1 April 2018- 31 March 2019 and 1 April 2019 – 30 June 2019.

4. Grounds Maintenance Performance Monitoring Report Aithisg Sgrùdaidh Coileanadh Obair-gleidhidh Raointean

There had been circulated Report No. LA/14/19 by the Interim Chief Officer Resources (Community Services).

During discussion, it was explained that following discussions with Community Councils, they perceived there was poor grounds maintenance in some areas and that there were areas in villages they believed no longer needed to be maintained as formal grassed areas. They were seeking Council support to turn these areas over to wildflower areas, which would have the advantage of not having to cut grass on areas of difficult terrain. It was therefore proposed that Officers in conjunction with Ward Members commence consultation with Community Councils ahead of any review of

service standards by the Committee before the 2020 season commences. This would enable consultation to hear the concerns of Community Councils and seek alternative ideas where it was felt there was no longer a need to continue with the current grass cutting schedule.

It was also proposed that a review of required service standards should be considered at future Lochaber Committee meetings and not at Ward Business Meetings as recommended in the report. It was felt this would allow transparency when the Council were reviewing service standards.

In relation to concerns about weed killing in certain areas, it was requested that Officers outline alternative arrangements for weed killing following the Council decision to cease the use of glyphosate. It was advised that Officers were looking at alternative arrangements and a report on this would be submitted to a future full Council meeting.

It was highlighted that with the limited resources available, the grounds maintenance service was performing well.

The Committee:-

- i **NOTED** the performance management information;
- ii **AGREED** to review required service standards at future Lochaber Committee Meetings;
- iii **AGREED** that Officers in conjunction with Ward Members commence consultation with Community Councils ahead of any review of service standards by the Committee before the 2020 season commences; and
- iv **AGREED** that Officers outline alternative arrangements for weed killing, following the Council decision to cease use of glyphosate.

5. Annual Area Capital Report Aithisg Bhliadhnaid Calpa Sgìreil

There had been circulated Report No. LA/15/19 by the Head of Corporate Finance and Commercialism.

During discussion, the following main points were raised:-

- in relation to Invergarry Primary extension and refurbishment project, the sum allocated to Invergarry Primary School in the capital budget was £800k. Given that only a third of this allocation had been spent to date and phase 2 of the project was considered too expensive to proceed at this time, but phase 2 was the smaller part of the project, the whole project should come within budget. An explanation was requested as to what the original allocation was for this project and why the allocation had not been spent. An undertaking was given to provide a breakdown of expenditure for this project to Members;
- the report showed a snapshot of information at a particular time. However, it did not show an overall view of major projects that continue over a number of years e.g. the Charles Kennedy Building and the Alexander Ross House projects. It was requested that the total budget allocated; the final outturn figure; the overspend; and the reasons for this for the refurbishment and rebuilding of the Charles Kennedy Building and Alexander Ross House, be reported to the next meeting;

- in relation to the Acharacle Primary School – Life Cycle project, confirmation was sought that this project was for the construction of the new all-weather sports pitch. An undertaking was given to provide this information to Members; and
- the amount of capital invested into Council house building in Lochaber was impressive and welcomed by Members.

The Committee:-

- NOTED** the expenditure on each project in this Council area in 2018/19;
- NOTED** the budget for each project in this Council area in 2019/20;
- NOTED** the cumulative spend for each project in this Council area for 2018/19 and 2019/20 to end of June; and
- AGREED** that a report be submitted to the next meeting with information on the total budget allocated; the final outturn figure; the overspend; and the reasons for this for the refurbishment and rebuilding of the Charles Kennedy Building and Alexander Ross House, be reported to the next meeting;

6. Lochaber Parking Income Update Cunntas às Ùr mu Theachd-a-steach Parcadh Loch Abar

Declaration of Interest: Mr A Baxter declared a non-financial interest in this item as a Director of Nevis Partnership but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude his involvement in discussion.

There had been circulated Report No. LA/16/19 by Interim Chief Officer Resources (Community Services).

During discussion, the following main points were raised by Members:-

- the proposed tariffs for Mallaig West Bay Car Park were welcomed and demonstrated that the Council did listen to local residents feedback on this issue. It was queried how season ticket holders could guarantee a space in the car park and in relation to the ticket machine, it was suggested that it should have a protective cover to protect it from severe weather at this exposed location;
- in terms of vacant posts for Parking Enforcement Officers, it was requested that adverts for these posts should be published in the Mallaig area, as well as Fort William or Inverness in order to help the local economy;
- reference was made to the seasonality of Lochaber car parking income and it appeared to be tourists who were paying the most car parking charges. There was currently a consultation on a tourist tax and car parking charges were in effect a tourist tax and the charging structure could be directed so that it was tourists that pay the greatest burden for car parking;
- money raised from car parking should be distributed locally to the benefit of communities and an amendment to the report was proposed which stated:-“the Committee agree to the introduction of car parking charges as detailed in the report for West Bay, Mallaig, with the revenue raised to be included in a disaggregated Community Services budget for Lochaber within an extended local control budget as previously agreed by full Council on 28th June, 2018. The Committee agree that a report be brought to Lochaber Members before June 2020 advising how additional car parking revenue raised from West Bay Mallaig be re-invested locally, especially to improve infrastructure and the tourist experience in the Mallaig, Morar and Arisaig areas, in line with the recommendations of the Redesign Review on Car Parking”. By way of

clarification, it was explained that this amendment would relate to the 2020/21 budget. The amendment was supported by the Committee;

- it was requested that figures for the Transport Centre and An Aird car parks be circulated to the Committee;
- an analysis of Town Centre car parking and whether there had been any impact as a result of the new retail development at North Road, Fort William had previously been requested, and information on this was provided in section 5.1 of the report with further commentary on this provided by the Officer at the meeting;
- in relation to the Parking Services Policy agreed at the EDI Committee in August 2018, this included charging for parking and clearly defined roles for Officers to engage in introducing car parking charges. The Policy stated that any income achieved over budgeted sums would be retained for local use through the governance of the local Committee. Therefore, as the income budget for Lochaber was £420,000 and forecast income outturn of £490,000 was projected for 2019/20, there was a surplus amount of £70,000 that should be re-invested locally in Community Services in accordance with the terms of that Policy;
- the Lochaber area had 16% of car parking spaces across the Highland Council area and provided circa. 30% of the income from car parking charges. In contrast, Ross and Cromarty area had nearly a quarter of available car parking spaces, but last year contributed just over 1% in car parking charges to the Council. This underlined the inequality of the administration of the car parking policy. It was advised that the Income Generation Project Board had a list of 49 car parks where charges could be introduced;
- it was queried what the cost of introducing free car parking in Fort William last Christmas. It was advised that this had cost around £7.5k in lost income;
- the creation of a car park at the Glen Nevis turning area was to be explored and it was suggested that introducing charging in this area would manage traffic better. Further, the Nevis Partnership was taking forward other car parks in Glen Nevis and it might be that they were the best organisation to create a car park at the turning area in terms of staffing and enforcement. Officers would work with the Nevis Partnership on this issue; and
- given that no other area had substantially made progress on the Car Parking Policy that had been agreed it was proposed to introduce 2 hours free car parking in Viewforth and Middle Street Car Parks, Fort William commencing on Friday, 29 November, 2019 to close of business on Friday, 3 January, 2020. This proposal was supported by the Committee.

Thereafter, the Committee:-

- i **NOTED** the reporting of performance;
- * ii. **AGREED** the introduction of car parking charges as detailed in the report for West Bay Mallaig, with the revenue raised to be included in a disaggregated Community Services budget for Lochaber within an extended local control budget as previously agreed by full Council on 28th June, 2018. Also, a report be brought to Lochaber Members before June 2020 advising how additional car parking revenue raised from West Bay Mallaig be re-invested locally, especially to improve infrastructure and the tourist experience in the Mallaig, Morar and Arisaig areas, in line with the recommendations of the Redesign Review on Car Parking; and
- * iii. **AGREED** to introduce 2 hours free car parking in Viewforth and Middle Street Car Parks, Fort William commencing on Friday, 29 November, 2019 to close of business on Friday, 3 January, 2020.

7. Corran Ferry Service Update Cunntas às Ùr mu Aiseag a' Chorrain

There had been circulated Report No. LA/17/19 by the Interim Chief Officer Resources (Community Services).

During discussion, the following main points were raised by Members:-

- it was requested that Officers consult with representatives of the Knoydart Community on the project;
- the Committee extended its thanks to Officers for their work on the Corran Ferry Project;
- concession and discounts were discussed in relation to proposed fares for foot passengers and pedal cyclists after which the fares shown below were proposed and accepted by the Committee; and
- it was also proposed that in future years the Lochaber Committee should determine future charges for foot passengers and pedal cyclists. Following many consultations with the community it was felt preferable to introduce foot passenger and pedal cyclist charges rather than continually increasing fares for vehicles.

The Committee:-

i **NOTED** the content of the report; and

ii **AGREED** the Passengers and Pedal cyclists fares as follows:-

Foot Passengers - £1.00

Foot Passengers – discounted book of 30 tickets - £8

Pedal Cyclists - £1.50

Pedal Cyclists – discounted book of 30 tickets - £12

Registered Disabled – Free

Under 18 years Old – Free

Holders of a Scottish National Concession Card - Free

- * iii. **AGREED** that future charges for foot passengers and pedal cyclists are determined by the Lochaber Committee.

8. Winter Maintenance Plan 2019/20 Plana Obair-gleidhidh Geamhraidh 2019/20

There had been circulated Report No LA/18/19 by Interim Chief Officer Resources (Community Services).

During discussion, the following main points were raised:-

- last year additional Grit/Salt bins were distributed in Caol in response to local requests and this was well received by the community and it was requested that the same arrangement continues this winter; and
- works were proposed to improve the Strontian Depot, which would improve winter maintenance.

The Committee **APPROVED** the Winter Maintenance Plan for the Lochaber Area, which is in accordance with report EDI/57/18, and includes the priority road map presented in Appendix B, and note amendments in paragraphs 4.5, 9.2 and 13.3 of the report.

9. Area Roads and Bridges Progress Report 2018/19
Aithisg Adhartais Rathaidean agus Dhrochaidean na Sgìre 2018/19

There had been circulated Report No. LA/19/19 by the Interim Chief Officer Resources (Community Services).

During discussion, it was requested that an update in relation to the Kinlochleven viaduct (on remedial costs and long term solution) and Invercoe Bridge projects be submitted to a Ward Business meeting.

The Committee:

- i **NOTED** the contents of the report; and
- ii **AGREED** that a report be submitted to a Ward Business Meeting with an update on progress with the Kinlochleven viaduct and Invercoe Bridge projects.

10. Housing Performance Report
Aithisg Dèanadais Taigheadais

Declaration of Interest: Mr D Rixson declared a non-financial interest in this item as the Council's representative to Lochaber Housing Association but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude his involvement in discussion.

There had been circulated Report No LA/20/19 by the Interim Chief Officer Resources (Community Services).

Reference was made to repairs made to harling on houses. When such repairs were made and the houses were not painted thereafter, it had quite a visual impact on the estate. In this respect, it would be checked if there were specific painting works planned on houses in Caol and information provided to Councillor D Rixson.

The better than Highland wide average in respect of the average length of time taken to complete non-emergency repairs in Lochaber was good news for tenants and the Housing team were commended for this.

The Committee:-

- i **NOTED** the information provided on housing performance in the period 1 April 2019 to 30 June 2019; and
- ii **APPROVED** an amendment to the approved Lochaber HRA capital at item 9.5 of the report.

11. Housing Revenue Account: Garage and Garage Sites Update
Cunntas Teachd-a-steach Taigheadais: Cunntas às Ùr mu Gharaidsean agus Làraich Gharaidsean

There had been circulated Report No. LA/21/19 by the Interim Chief Officer Resources (Community Services).

The action proposed in relation to garage and garage sites in Lochaber was important work in order to monitor and address issues and target resources to where they were most needed. It was hoped that other areas in Highland would adopt this approach.

As there was limited funding for repairs to garages it was suggested that focus should be on repairing a group of garages that had a Red RAG rating.

The Committee **AGREED** the proposals for Lochaber garage and garage sites.

12. Education Scotland Reports Aithisgean Foghlam Alba

Members welcomed the undernoted reports and in particular the improvements that had been made to performance where follow up inspections at Schools had been necessary. Members expressed their thanks to staff for addressing these matters and making improvements. Particular reference was made to the reports on Lochaline and Lundavra which were commended.

i Ardgour Primary School

There had been circulated Report No. LA/22/19 by the Area Care & Learning Manager.

The Committee **NOTED** the Education Scotland Reports on Ardgour Primary School of 13 March, 2018 and 21 May, 2019.

ii Lochaline Primary School

There had been circulated Report No. LA/23/19 by the Area Care & Learning Manager.

The Committee **NOTED** the Education Scotland Report on Lochaline Primary School of 19 March, 2019.

iii Lundavra Primary School

There had been circulated Report No. LA/24/19 by the Area Care & Learning Manager.

The Committee **NOTED** the Education Scotland Report of Lundavra Primary School of 28 August, 2018.

iv Strontian Primary School

There had been circulated Report No. LA/25/19 by the Area Care & Learning Manager.

The Committee **NOTED** the Education Scotland Reports on Strontian Primary School of 19 September 2017 and 4 December 2018.

13. Minutes
Geàrr-chunntas

There had been circulated and were **NOTED**, Minutes of Meeting of the Lochaber Committee held on 10 April, 2019 which were approved by the Council on 9 May, 2019.

The meeting ended at 1.05 p.m.