

## ANGUS COUNCIL

MINUTE of MEETING of the **COMMUNITIES COMMITTEE** held in the Town and County Hall, Forfar on Tuesday 17 January 2017 at 2.00 pm.

**Present:** Councillors DONALD MORRISON, JEANETTE GAUL, BRIAN BOYD, BILL DUFF, BRENDA DURNO, DAVID FAIRWEATHER, CRAIG FOTHERINGHAM, IAIN GAUL, JIM HOUSTON, DAVID MAY, IAN McLAREN, GLENNIS MIDDLETON and RONNIE PROCTOR MBE.

Councillor MORRISON, Convener, in the Chair.

Prior to the commencement of business, the Convener welcomed Councillor Durno to her first meeting of the Communities Committee.

### 1. APOLOGIES/SUBSTITUTES

Apologies for absence were intimated on behalf of Councillors Mark Salmond and Ewan Smith; there were no substitutes.

### 2. DECLARATIONS OF INTEREST

Councillor Jeanette Gaul declared a non-financial interest in item 4 (Report No 18/17), Schedule 1, in that she was a Council representative on the Joint Committee for Northern Roads Collaboration. She indicated that she would participate in any discussion and voting on the item.

Councillor Jeanette Gaul further declared a non-financial interest in item 7 (Report No 21/17) in that she had met with representatives of the Royal National Institute for the Blind, and the relevant Roads Officer before the issue was raised at the Pride in Place Member Officer Group meeting. She indicated that she would participate in any discussion and voting on the issue.

Councillor Jeanette Gaul also declared a non-financial interest in item 16 (Report No 31/17) in that she was the current Chair of the Pride in Place Member Officer Working Group. She advised that she would participate in any discussion and voting on the item.

Councillor Duff declared a non-financial interests in item 7 and 16 (Report Nos 21/17 and 31/17 respectively) in that he was a serving member of the Pride in Place Member Officer Working Group. He indicated that he would participate in any discussion and voting on these items.

Councillor Duff also declared a non-financial interest in item 8 (Report No 22/17) in that he was a serving director of Montrose Golf Links Limited. He indicated that he would participate in any discussion and voting on the item.

Councillor May declared a financial interest in item 8 (Report No 22/17) in that he was a current season ticket holder at Montrose Golf Links Limited and that the subject matter of this item had implications for the golf course and therefore potentially the cost of a season ticket. He indicated that he would not participate in discussion and voting on the item.

Councillor May further declared a non-financial interest in item 6 (Report No 20/17) in that he was a serving member on the Montrose Playhouse Project Committee. He indicated that he would not participate in any discussion and voting on the item.

Councillor McLaren declared a non-financial interest in items 7 and 16 (Report Nos 21/17 and 31/17) in that he was a serving member of the Pride in Place Member Officer Working Group. He indicated that he would participate in any discussion and voting on these items.

Councillor Proctor declared a non-financial interest in item 4 (Report No 18/17), Schedule 1, in that he was a Council representative on the Joint Committee for Northern Roads Collaboration. He indicated that he would participate in any discussion and voting on the item.

### **3. MINUTES**

#### **(a) Previous Meeting**

The minute of meeting of this Committee of 15 November 2016 was submitted, approved as a correct record and signed by the Convener.

#### **(b) Arbroath Harbour Joint Consultative Committee**

The minute of meeting of the Arbroath Harbour Joint Consultative Committee of 25 November 2016, a copy of which is appended hereto, was submitted and noted. **(APPENDIX I)**.

### **4. INFORMATION REPORT FOR THE PERIOD 15 NOVEMBER 2016 TO 17 JANUARY 2017**

With reference to Article 4 of the minute of meeting of this Committee of 15 November 2016, there was submitted and noted Report No 18/17 by the Strategic Director – Communities, together with its four schedules, providing information to members with regard to services delivered in the Communities Directorate for the relevant period.

### **5. APPROPRIATION OF SURPLUS PROPERTY, FORMER DAMACRE COMMUNITY CENTRE, BRECHIN**

With reference to Article 13 of the minute of meeting of Angus Council of 12 September 2013, there was submitted Report No 19/17 by the Head of Technical and Property Services, regarding proposals for the former Damacre Community Centre, Damacre Road, Brechin which would enable the redevelopment of the site to provide ten affordable houses.

The Committee agreed to declare surplus to Angus Council's requirements the former Damacre Community Centre, as shown outlined on the plan at Appendix 1 to the Report, and its appropriation from Community Planning to the Housing Revenue Account for delivery of affordable housing on the basis of Report No 509/13, *Policy for the Appropriation of surplus general fund assets to the Housing Revenue Account for affordable housing, subject to Scottish Ministers' consent*.

*Having declared a financial interest at Article 2 above, Councillor May left the meeting during consideration of the following item.*

### **6. PROPERTY TRANSACTIONS**

With reference to Article 14 of the minute of meeting of this Committee of 16 August 2016, there was submitted Report No 20/17 by the Head of Technical and Property Services, seeking approval for two property transactions which had been provisionally agreed.

The Committee agreed:-

- (i) to approve the disposal of the former Swimming Pool at The Mall, Montrose to Montrose Playhouse Project SCIO for a capital receipt of £1, the cost of demolition of the property outweighing the value of the cleared site as identified in Report No 68/13 (Article 5, minute of meeting of the Corporate Services Committee of 31 January 2013 refers); and
- (ii) to approve the disposal of the site extending to 1.42ha at Lour Road, Forfar, at a capital receipt of £380,000 from Axil Estates Ltd on the basis of planning consent for seven houses on the site (Article 16 of the minute of meeting of the Corporate Services Committee of 28 November 2013 refers).

*Councillor May returned to the meeting at this point.*

## **7. ANGUS STREET CHARTER**

There was submitted Report No 21/17 by the Head of Technical and Property Services, regarding services provided by the Council to the blind and partially sighted in terms of the Street Charter Toolkit, following engagement with the Pride in Place Member Officer Group by representatives of the Royal National Institute for the Blind (RNIB Scotland). This arose from a desire by the institute to promote the suitability of streets for blind or partially sighted people, and discussions taking place including the siting of 'A'-boards, litter bins, tree branches, dropped kerbs, parking on pavements, pavement conditions and trip hazards, scaffolding and road utility works.

The Committee agreed:-

- (i) to adopt the Council's position with regard to the Street Charter Toolkit as detailed in Appendix 1 to the Report;
- (ii) to ensure that the principles for New Street Design were incorporated in modifications or redesign exercises carried out by the Council;
- (iii) that the Council should take advantage of national campaigns to publicise the access issue by using various media available to the Council; and
- (iv) otherwise to note the contents of the Report.

*Having declared an interest at Article 2 above, Councillor May left the meeting during consideration of the following item.*

## **8. ANGUS SHORELINE MANAGEMENT PLAN 2**

With reference to Article 4 (Schedule 2) of the minute of meeting of this Committee of 18 November 2014, there was submitted Report No 22/17 by the Head of Technical and Property Services, updating members on the Shoreline Management Plan for the Angus coast.

The Shoreline Management Plan 2 (SMP2) provided an updated assessment of the coast and coastal management options beyond that of its 2004 predecessor, particularly focussing on coastal defences against threats posed by erosion or marine flooding. It provided a detailed strategic assessment of the coastline from Milton Ness at St Cyrus to Broughty Ferry Castle on the Tay. SMP2 provided the basis for coastal defence policies and their future implementation management for the 55 kilometres of Angus coastline.

The Committee agreed:-

- (i) to approve the Shoreline Management Plan 2 as a policy document for Angus Council, superseding its predecessor; and
- (ii) to adopt the Strategic Environmental Assessment for Shoreline Management Plan 2, undertaken in accordance with the process set out in the Report.

*Councillor May returned to the meeting at this point.*

## **9. DECRIMINALISED PARKING ENFORCEMENT - UPDATE**

With reference to Article 13 of the minute of meeting of this Committee of 15 November 2016, there was submitted Report No 23/17 by the Head of Technical and Property Services, updating members on the progress of the introduction of Decriminalised Parking Enforcement in Angus, including details of the publication of the relevant Traffic Orders and the procurement of third party back office services.

These Traffic Orders would supersede parts of various current Traffic Orders covering individual burghs and villages. A further new Traffic Regulation Order would be required to permit Decriminalised Parking Enforcement or disabled persons' parking spaces not located on a road, such as within Council premises or in private car parks subject to the agreement of owners. This additional new Order would be the subject of a future Committee Report.

A procurement of external back office services and associated management for progressing penalty charge notices had also been progressed and it had been established that a collaborative approach with other Scottish Roads Authorities was not feasible. A contract had therefore been tendered and been awarded for the services.

The Committee agreed:-

- (i) to note that no objections had been received during the publication period for the Angus Council (Off Street Car Parks) (Decriminalised Enforcement) Order 201X, and the Angus Council (Disabled Persons' Parking Places) (Street Parking Places) (Decriminalised Enforcement) Order 201X;
- (ii) to make the Orders as published; and
- (iii) to note progress on the establishment of back office services for the delivery of Decriminalised Parking Enforcement.

#### **10. ARBROATH HARBOUR – CHARGING REGIME 1 APRIL 2017 TO 31 MARCH 2019**

With reference to Article 11 of the minute of meeting of this Committee of 20 January 2015, there was submitted Report No 24/17 by the Head of Technical and Property Services, advising as to the level of charges proposed and discussed at the meeting of the Arbroath Harbour Joint Consultative Committee held on 25 November 2016, and making recommendations for the introduction of charges leviable at the Harbour from 1 April 2017.

The Committee agreed:-

- (i) to note the proposed charges which were brought forward to the Arbroath Harbour Joint Consultative Committee on Friday 25 November 2016; and
- (ii) to approve the proposed Schedule of Charges as set out in Appendix 1 to the Report, to apply for financial years 2017/18 and 2018/19.

#### **11. ENHANCEMENT OF THE HOUSING OPTIONS WIZARD**

There was submitted Report No 25/17 by the Head of Planning and Place, detailing a proposal to enhance the functionality of the existing Housing Options Wizard by updating the housing options products and information presented in the customer's personalised housing options plan, providing the customer with live examples of private lets which met their housing requirements.

The current self-serve localised Housing Options Wizard went live to customers in March 2013 since which time there had been changes in the housing options service, a review of housing options available for older people, and changes in the external products available to housing options customers, such as assistance into home ownership. The ability to access the private rented sector was also seen as a relevant housing option for many customers.

The proposals would enable customers to get a full appraisal of their available housing options and would result in more staff time and resources being targeted to more vulnerable customers who required support.

The Committee agreed:-

- (i) to approve the work required to update the Housing Options Wizard pathways and products; and
- (ii) to approve the enhancement of the existing Housing Options Wizard to include examples of available private lets where these would meet the customer's housing needs.

## **12. REVIEW OF COMMERCIAL WASTE SERVICES AND CHARGES**

With reference to Article 7 of the minute of meeting of this Committee of 17 November 2015, there was submitted Report No 26/17 by the Head of Regulatory and Protective Services detailing proposals for the adjustment of charges levied by the Council for the collection and disposal of commercial wastes.

The Committee agreed to the application of revised charges for 2017/2018, as detailed in Appendix 1 to the Report.

## **13. CHARTER FOR HOUSEHOLD RECYCLING IN SCOTLAND**

With reference to Article 11 of the minute of meeting of this Committee of 4 March 2014, there was submitted Report No 27/17 by the Head of Regulatory and Protective Services, advising as to the introduction by the Scottish Government of a Charter for Household Recycling in Scotland and associated Code of Practice, and considering the potential implications for the Council.

A Zero Waste Taskforce, convened jointly by the Scottish Government and CoSLA, had been set up to provide strategic leadership around maximising the economic footprint from waste management in Scotland. A key recommendation of the Taskforce was the empowerment of local authorities to move towards more consistent recycling collection systems across the country. This was further articulated through the development of a Household Recycling Charter and the associated Code of Practice.

The Committee agreed:-

- (i) that the Council became a signatory to the Charter for Household Recycling in Scotland, and develop a transition plan for future consideration; and
- (ii) to approve the amendments to the waste and recycling bin policy as set out in Appendix 1 to the Report in accordance with the opportunity to align the Council's policies more closely to those set out in the Charter and Code of Practice, while noting that the Charter did not commit local authorities to implementing service changes which resulted in higher costs than currently budgeted for.

## **14. SUPPLY OF ARCHAEOLOGICAL SERVICES, BALMACHIE ROAD DEVELOPMENT, CARNOUSTIE**

With reference to Article 16 of the minute of meeting of this Committee of 20 January 2015, there was submitted Report No 28/17 by the Strategic Director – Communities, advising as to tenders received, and seeking homologation of the decision and recommendation of acceptance where the lowest acceptable tender exceeded the Chief Officer's delegated authority.

The Committee had previously granted approval to undertake the development of two outdoor grass pitches on a site at Balmachie Road, Carnoustie. One of the planning conditions attaching to that approval was to carry out a programme of archaeological works ahead of development works.

The Report detailed the discovery of significant archaeological remains of prehistoric date. To fulfil the relevant planning condition, excavation works to all features were required to be undertaken to establish and record the full extent of the archaeology and the scope of these works had increased substantially. To comply with the Angus Council Financial Regulations it had become necessary to seek competitive tenders for the appointment of a Consultant.

The Committee agreed:-

- (i) to homologate the decision taken by the Strategic Director - Communities in consultation with the Head of Corporate Improvement and Finance, and the Convener and Vice Convener of the Communities Committee, to approve the acceptance of the lowest acceptable tender for Archaeological Services in relation to the development of two sports pitches with associated drainage, parking and fencing at Balmachie Road, Carnoustie, from GUARD Archaeology Ltd in the amount of £109,121;

- (ii) to approve the estimated total cost of £111,303 inclusive of professional fees;
- (iii) to note that the total cost of archaeological services of £286,747 would be fully funded from uncommitted resources on the Carnoustie Pitches projects of £29,478, plus additional funding of £257,269 from the Council's capital contingency;
- (iv) to note the financial implications included in Section 6 of the Report; and
- (v) that the required post excavation analysis as agreed with ACAS would be carried out on excavated archaeological features in order to satisfy Condition 3 of the Planning Permission reference 15/00117/FULM for the development of two sports pitches.

#### **15. CONSULTATIVE DRAFT LOCAL HOUSING STRATEGY 2017-2022**

There was submitted Report No 29/17 by the Head of Planning and Place, recalling that the Housing (Scotland) Act 2001 required local authorities to develop a Local Housing Strategy (LHS) to provide the framework for the delivery of housing and related services. The Scottish Government had issued revised LHS guidance in August 2014 to support local authorities in developing the Strategy which would set out the local approach to achieving an increase in the supply of housing and encouraging growth and sustainability. The LHS also provided a framework to enable the Scottish Government to assess funding bids by the Council and other partners against the strategic priorities for housing in Angus.

The Committee agreed:-

- (i) to note the contents of the Report and approve the content of the Consultative Draft Local Housing Strategy 2017-2022 as detailed in Appendix 1 to the Report; and
- (ii) to note the consultation undertaken with stakeholders and communities in preparing the Consultative Draft LHS 2017-2022, and to approve a formal 12 week consultation period from 30 January 2017 to 23 April 2017.

#### **16. PRIDE IN PLACE UPDATE**

There was submitted Report No 31/17 by the Head of Planning and Place, providing an overview on progress on the Group's two main campaigns, namely Clean Up Angus and Beautiful Angus, alongside an update of other activities.

The Group, which had met regularly since August 2013, progressed work under a number of themes around promoting pride in place in Angus communities. This increase in awareness facilitated positive and innovative work being carried out in Angus communities by the communities themselves, signalling that communities were being empowered to succeed.

The Committee agreed:-

- (i) to commend the Pride and Place Member Officer Group for the work carried out to date and to seek suggestions from the community for any areas which could be enhanced; and
- (ii) that the Group continue to work with communities to bring forward projects for Angus Council officers to carry out feasibility plans.

#### **17. APPOINTMENT OF ELECTED MEMBER TO ARBROATH HARBOUR JOINT CONSULTATIVE COMMITTEE**

The Committee agreed to appoint Councillor Lumgair to the vacancy arising on the Arbroath Harbour Joint Consultative Committee as the result of the retirement from the Council of Councillor Spink, up until 3 May 2017.