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Council Building  
2 High Street  
Perth  
PH1 5PH

14 February 2020

Attached is a supplementary agenda for the meeting of **Perth and Kinross Council** being held in **the Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 19 February 2020** at **12:30**.

If you have any queries please contact Committee Services on (01738) 475000 or email [Committee@pkc.gov.uk](mailto:Committee@pkc.gov.uk).

**KAREN REID**  
Chief Executive

***Those attending the meeting are requested to ensure that all electronic equipment is in silent mode.***

***Please note that the meeting will be recorded and will be publicly available on the Council's website following the meeting.***

**Members:**

Provost D Melloy  
All Councillors



**Perth and Kinross Council**

**Wednesday, 19 February 2020**

**AGENDA**

***MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.***

- 5 MINUTES OF COMMITTEES - 10 DECEMBER 2019 TO 29 JANUARY 2020** **5 - 100**  
(copy herewith)

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**2020**

**Book 1**

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**MINUTES OF MEETINGS FROM**  
**10 December 2019 – 29 January 2020**



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Items marked thus \* in the Minutes of Committees are items for the approval of the Council. All other items are submitted for the information of the Council.

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## **PERTH AND KINROSS LOCAL REVIEW BODY**

Minute of meeting of the Perth and Kinross Local Review Body held in the Council Chamber, 2 High Street, Perth on Tuesday 10 December 2019 at 10.30am.

Present: Councillors H Anderson, I James and W Wilson.

In Attendance: D Harrison (Planning Adviser), C Elliott (Legal Adviser) and C Irons (Committee Officer) (all Corporate and Democratic Services).

Also Attending: C Brien (Housing and Environment); members of the public, including an applicant.

Councillor H Anderson, Convener, Presiding.

### **611. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made in terms of the Councillors Code of Conduct.

### **612. MINUTES**

The minute of meeting of the Local Review Body of 12 November 2019 (Arts. 564 -567) was submitted and noted.

### **613. DEFERRED APPLICATION FOR REVIEW**

#### **TCP/11/16(612)**

#### **Planning Application – 19/00483/FLL – Erection of a Replacement dwellinghouse at Rintoul, Milnathort – Mr A Dawson (Art. 443(ii) refers)**

Members considered a Notice of Review seeking a review of the decision by the Appointed Officer to refuse the erection of a replacement dwellinghouse, Rintoul, Milnathort.

The Planning Adviser displayed photographs of the site and described the proposal, and thereafter summarised the Appointed Officer's Report of Handling, the grounds set out in the Notice of Review and the further information received.

It was noted that at its meeting of 17 September 2019 the Local Review Body resolved that insufficient information was before them to determine the application without further information and an unaccompanied site visit. With the further information having been received and a site visit having taken place on 5 December 2019, the Local Review Body reconvened.

#### **Decision:**

Resolved by unanimous decision that:

- (i) having regard to the material before the Local Review Body and the comments from the Planning Adviser, insufficient information was

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before the Local Review Body to determine the matter without further procedure.

- (ii) The Council's Development Management Service and Perth and Kinross Heritage Trust be invited to comment on the Rettie Economic Viability Statement dated 11 November 2019.
- (iii) The Development Management Service to provide, if available, the decision notices, reports of handling and plans for planning permissions 03/01110/FUL and 08/00663/MOD.
- (iv) Following receipt of all information and responses, the application be brought back to a future meeting of the Local Review Body.

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## **PLANNING AND DEVELOPMENT MANAGEMENT COMMITTEE**

Minute of meeting of the Planning and Development Management Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Tuesday 17 December 2019 at 10.00am.

Present: Councillors R McCall, B Brawn, H Anderson, M Barnacle, E Drysdale, T Gray, D Illingworth, I James, C Purves, C Reid, R Watters and W Wilson.

In Attendance: K Smith, C Elliott, M Terava and D Williams (all Corporate and Democratic Services).

Apologies: Councillor B Band.

Councillor R McCall, Convener, Presiding.

### **614. WELCOME AND APOLOGIES**

The Convener welcomed everyone present to the meeting.

### **615. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

### **616. MINUTES**

The minute of meeting of the Planning and Development Management Committee of 20 November 2019 (Arts. 579-583) was submitted, approved as a correct record and authorised for signature.

### **617. APPLICATIONS FOR DETERMINATION**

#### **(1) Proposal of Application Notice (PAN)**

- (i) 19/00008/PAN – FOSS – Erection of electricity substation with associated plant, infrastructure and creation of access track, land 1.1km north of Braes Lodge, Foss – Report 19/368 – Scottish Hydro Electric Transmission PLC**

Councillor Wilson requested that consideration be given to ecology including the potential impact on woodland and water courses, with regards to the proposal. Councillor Wilson also requested that consideration be given to the impact of the proposed access track in the relation to the surrounding landscape.

Councillor McCall requested that consideration be given to sustainability and environmental issues.

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Members noted the issues identified by the Head of Planning & Development's Report.

**(ii) 19/00009/PAN – PERTH – Residential development including landscaping and associated works, land 40 metres west of Newton of Huntingtower Farmhouse, Crieff Road, Perth – Report 19/369 – GS Brown Construction Ltd**

Councillor James requested that, due to the location of the proposal, consideration be given to noise management. Councillor James also requested that consideration be given to traffic management.

Councillor Wilson requested that consideration be given to traffic management, parking, residential amenity, road safety, landscaping, biodiversity, and the density of housing at the proposed development.

Councillor Anderson requested that consideration be given to air quality and noise impact.

Councillor McCall requested that consideration be given to sustainability and environmental issues.

Members noted the issues identified by the Head of Planning & Development's Report.

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## **PERTH COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Perth Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 18 December 2019 at 9.00am.

Present: Councillors A Parrott, C Ahern, P Barrett, A Coates, H Coates, E Drysdale, J Duff, M Lyle, S McCole, J Rebbeck and W Wilson.

In Attendance: D Coyne, C Flynn, G Fogg, C Holgate, L Haxton, J, K Molley and J Salisbury (all Corporate and Democratic Services); A Clegg, D Littlejohn, N McGill and S Merone (all Housing and Environment).

Apologies: Councillors B Band and D Doogan.

Councillor A Parrott, Convener, Presiding.

### **618. WELCOME AND APOLOGIES**

Councillor A Parrott welcomed all present and apologies were noted above.

### **619. DECLARATIONS OF INTEREST**

In terms of the Councillors' Code of Conduct, Councillor C Ahern declared a non-financial interest in Art. 622(10).

### **620. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Perth Common Good Fund Committee of 25 September 2019 (Arts.463-471) was submitted, approved as a correct record and authorised for signature.

### **621. MATTERS ARISING**

There were no matters arising.

### **622. APPLICATIONS FOR FINANCIAL ASSISTANCE**

There was submitted a report by the Depute Chief Executive, Chief Operating Officer (19/350) asking Perth Common Good Fund Committee to consider thirteen applications for financial assistance (eleven for small grants and two for capital grants).

#### **Resolved:**

#### **(1) Goodlyburn Primary School**

Goodlyburn Primary Parent Council be awarded a grant of £700 to take 270 pupils to the Pantomime at Perth Theatre on 18 December 2019.

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- (2) **Wednesday Tea Dancers**  
Wednesday Tea Dancers be awarded a grant of £315 towards the cost of their Christmas party.
- (3) **Our Lady's Primary School Parent Council**  
Our Lady's Primary School Parent Council be awarded a grant of £700 to support the Christmas pantomime trip.
- (4) **Friendship Group**  
Friendship Club be awarded a grant of £210 towards the costs of a Christmas Lunch for the residents of Servite Sheltered Homes.
- (5) **People With A Mission Ministries**  
People with a Mission Ministries be awarded a grant of £1,650 towards the costs of a Perth Senior Citizens 2019 Christmas Appeal.
- (6) **Headway**  
Headway be awarded a grant of £330 to support their Christmas pantomime and meal excursion.
- (7) **Perth Academy Geography Department**  
Perth Academy's Geography Department be awarded a grant of £1,000 to support a trip to Iceland in April 2020 for 3 teachers and 37 pupils in S3 and S4.
- (8) **Music in Hospital and Care Scotland**

Motion (Councillors A Parrott and J Rebbeck)

Music in Hospital and Care Scotland be awarded a grant of £1,620 to help deliver their 'Enriching Lives Through Live Music' programme in Perth.

**Amendment (Councillors P Barrett and C Ahern)**

**Music in Hospital and Care Scotland be awarded a grant of £1,080 to help deliver their 'Enriching Lives Through Live Music' programme in Perth.**

In accordance with Standing Order 58, a roll call vote was taken.

5 members voted for the Motion as follows:

Councillors E Drysdale, M Lyle, S McCole, A Parrott and J Rebbeck.

6 members voted for the Amendment as follows:

Councillors C Ahern, P Barrett, A Coates, H Coates, J Duff and W Wilson.

**Resolved:**

In accordance with the Amendment.

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- (9) **Perth Creative Community Collaborative**  
Perth Creative Community Collaborative be awarded a grant of £2,000 to support the group in providing a therapeutic environment for people interested in the arts to improve overall health and wellbeing.
- (10) **ESOL Perth**  
ESOL Perth be awarded a grant of £1,200 to support their 'Leading into Work' programme.
- (11) **PKAVS Minorities Hub and Perth Chinese Community Association**  
PKAVS Minorities Hub and Perth Chinese Community Association be awarded a grant of £3,500 towards the costs of the 2020 Chinese New Year Celebrations.
- (12) **Masie Moo Magical Moments**  
Masie Moo Magical Moments be awarded a grant of £15,000 to support the installation of outdoor play equipment for children with additional and complex needs in the North Inch Playpark.
- (13) **St John's RC Academy**  
St John's RC Academy be awarded a grant of up to £11,000 towards an outdoor classroom for the North Inch Community Campus.

**623. 2019/20 FINANCIAL STATEMENT**

There was submitted a report by the Head of Finance (19/351) providing details of the Income and Expenditure to 31 October 2019 and the projected outturn to 31 March 2020 for the Perth Common Good Fund.

**Resolved:**

The Perth Common Good Fund Financial Statement to 31 October 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 1 to report 19/351, be noted.

**624. NORTH INCH GOLF COURSE STARTERS BOX**

There was submitted a report by the Executive Director (Housing and Environment) (19/371) seeking approval to proceed with the proposal to upgrade the Starters Box facility at the North Inch Golf Course which will provide a significantly improved building for the benefit of all members and visiting players through a greater sense of welcome, welfare facilities and a space for social interaction before and after play.

**Resolved:**

The replacement of the existing starter's box with installation of a new improved starter's facility at the North Inch Golf Course, be agreed.

**625. DISPOSAL OF 1-5 HIGH STREET, PERTH**

There was submitted a report by the Depute Chief Executive, Chief Operating Officer (19/373) seeking approval to complete a marketing exercise and statutory consultation, then further consider the disposal (by way of sale or long lease) of 1-5 High Street, Perth to facilitate the private sector development of a new hotel.

**Resolved:**

A further report following completion of (a) the marketing exercise and (b) the statutory consultation be brought back to Committee in due course to consider the representations received and further consider the disposal (by sale or long lease) of 1-5 High Street, Perth.

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## **ABERFELDY COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Aberfeldy Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 18 December 2019 at 9.40am.

Present: Councillors M Williamson, J Duff, X McDade (from Art. 630) and M Lyle.

In Attendance: D Coyne, C Flynn, G Fogg, L Haxton, C Holgate, K Molley and J Salisbury (all Corporate and Democratic Services); A Clegg and S Merone (both Housing and Environment Service).

Councillor M Williamson, Convener, Presiding.

### **626. WELCOME AND APOLOGIES**

Councillor Williamson welcomed all present to the meeting.

### **627. DECLARATIONS OF INTEREST**

There were no declarations of interest made in terms of Councillors' Code of Conduct.

### **628. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Aberfeldy Common Good Fund Committee of 19 December 2018 (Arts.719-724/18) was submitted, approved as a correct record and authorised for signature.

### **629. MATTERS ARISING**

There were no matters arising.

### **630. APPLICATIONS FOR FINANCIAL ASSISTANCE**

There was a report submitted by Depute Chief Executive, Chief Operating Officer (19/352) asking Aberfeldy Common Good Fund Committee to consider two applications for financial assistance from Tay Valley Time Bank and Aberfeldy Scouts.

COUNCILLOR X MCDADE ENTERED THE MEETING AT THIS POINT.

#### **Resolved:**

#### **(1) Tay Valley Time Bank – Upper Tay Transport**

Upper Tay Transport be awarded a grant of £400 towards their project about developing a volunteer car driver scheme called 'Community Lifts'.

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**(2) Aberfeldy Scouts**

Aberfeldy Scouts be awarded a grant of £700 towards the renovation of their Scout Group Hut.

**631. 2018/19 and 2019/20 FINANCIAL STATEMENT**

There was submitted a report by the Head of Finance (19/353) providing (1) the 2018/19 Audited Financial Statement; (2) the 2019/20 Financial Statement to 31 October 2019 and (3) the projected outturn to 31 March 2020, for the Aberfeldy Common Good Fund Committee.

**Resolved:**

- (i) The Aberfeldy Common Good Fund Audited Income and Expenditure to 31 March 2019 as set out in Appendix 1 to report 19/353, be noted.
- (ii) The Aberfeldy Common Good Fund Income and Expenditure to 31 October 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 2 to report 19/353, be noted.

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## **PITLOCHRY COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Aberfeldy Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 18 December 2019 at 9.50am.

Present: Councillors J Duff, X McDade, M Lyle and M Williamson.

In Attendance: D Coyne, C Flynn, G Fogg, L Haxton, C Holgate, K Molley and J Salisbury (all Corporate and Democratic Services); A Clegg and S Merone (Housing and Environment).

Councillor J Duff, Convener, Presiding.

### **632. WELCOME AND APOLOGIES**

Councillor Duff welcomed all present to the meeting.

### **633. DECLARATIONS OF INTEREST**

There were no declarations of interest made in terms of Councillors' Code of Conduct.

### **634. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Pitlochry Common Good Fund Committee of 24 April 2019 (Arts. 216-221) was submitted, approved as a correct record and authorised for signature.

### **635. MATTERS ARISING**

#### **(i) Common Good Asset Review (Art. 219 refers)**

G Fogg provided a verbal update on the Pitlochry Common Good Asset Review which advised that the first draft of the Asset Register is targeted for completion by the end of financial year 2019/20. A copy of the register will be shared with local elected members before public consultation commences. A report will be submitted to a future meeting of the Pitlochry Common Good Fund Committee detailing all responses received once the consultation is concluded.

### **636. APPLICATIONS FOR FINANCIAL ASSISTANCE**

There was a report submitted by Depute Chief Executive, Chief Operating Officer (Housing and Environment) (19/354) asking Pitlochry Common Good Fund Committee to consider one application for financial assistance from Pitlochry Girlguiding.

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**Resolved:**

**(1) Pitlochry Girlguiding**

- (i) Girlguiding and Senior Section Unit be refused a grant to support their trip to Italy in July 2020.
- (ii) A letter be sent to Pitlochry Girlguiding advising them of other sources of funding available.

**637. 2018/19 and 2019/20 FINANCIAL STATEMENT**

There was a report submitted by Head of Finance (19/355) providing the 2018/19 Audited Financial Statement, and the 2019/20 and projected outturn to 31 October 2019 and projected outturn to 31 March 2020, for the Pitlochry Common Good Fund Committee.

**Resolved:**

- (i) The Pitlochry Common Good Fund Audited Income and Expenditure to 31 March 2019 as set out in Appendix 1 to report 19/355, be noted.
- (ii) The Pitlochry Common Good Fund Income and Expenditure to 31 October 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 2 to report 19/355, be noted.

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## **AUCHTERARDER COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Auchterarder Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 18 December 2019 at 10.08am.

Present: Councillors C Reid, J Duff and M Lyle.

In Attendance: D Coyne, C Flynn, G Fogg, C Holgate, L Haxton, K Molley and J Salisbury (all Corporate and Democratic Services); and A Clegg and S Merone (Housing and Environment).

Apologies: Councillor T Gray

Councillor C Reid, Convener, Presiding.

### **638. WELCOME AND APOLOGIES**

Councillor C Reid welcomed all present to the meeting and an apology was noted as above.

### **639. DECLARATIONS OF INTEREST**

There were no declarations of Interest in terms of the Councillors' Code of Conduct.

### **640. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Auchterarder Common Good Fund Committee of 25 September 2019 (Arts. 472-477) was submitted, approved as a correct record and authorised for signature.

### **641. MATTERS ARISING**

There were no matters arising.

### **642. APPLICATIONS FOR FINANCIAL ASSISTANCE**

There was submitted a report by the Depute Chief Executive, Chief Operating Officer (19/356) asking Auchterarder Common Good Fund Committee to consider one application for financial assistance from Auchterarder Parents Supporting Parents.

#### **Resolved:**

- (1)** Auchterarder Parents Supporting Parents be awarded a grant of up to £6,000 to support their first programme of workshops and events.

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**643. 2019/20 FINANCIAL STATEMENT**

There was submitted a report by Head of Finance (19/357) providing details of the Income and Expenditure to 31 October 2019 and the projected outturn to 31 March 2020 for the Auchterarder Common Good Fund.

**Resolved:**

The Auchterarder Common Good Fund Financial Statement to 31 October 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 1 to report 19/357, be noted.

**IT WAS AGREED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973**

**644. ST MARGARET'S HOSPITAL FIELD - ALLOTMENTS**

There was submitted a report by Executive Director (Housing and Environment) (19/358) seeking approval from the Auchterarder Common Good Fund Committee to extend the existing Ground Lease for a further 5 years at St Margaret's Hospital Field to Auchterarder Allotment Association (AAA).

**Resolved:**

Auchterarder Allotment Association's request for an extension of their current Ground Lease for a further 5 years from 1 April 2020 on the terms and conditions as detailed in report 19/358, be approved.

**645. PUBLIC PARK, WESTERN ROAD, AUCHTERARDER – LOCATION OF CONTAINER**

There was submitted a report by Executive Director (Housing and Environment) (19/359) seeking approval from the Auchterarder Common Good Fund Committee for the granting of a Licence to Occupy a container next to the existing pavilion in the Public Park, Western Road, Auchterarder to Auchterarder Community Sports and Recreation (ACSR), for 5 years.

**Resolved:**

The request from Auchterarder Community Sports and Recreation (ACSR) for a Licence to Occupy a container next to the existing pavilion in the Public Park, Western Road, Auchterarder for 5 years, be approved.

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## **CRIEFF COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Crieff Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 18 December 2019 at 10.16am.

Present: Councillors S Donaldson, J Duff, R McCall and M Lyle.

In Attendance: D Coyne, C Flynn, G Fogg, L Haxton, K Molley and J Salisbury (all Corporate and Democratic Services); A Clegg and S Merone (both Housing and Environment).

Apologies: Councillor R Brock

Councillor S Donaldson, Convener, Presiding.

### **646. WELCOME AND APOLOGIES**

Councillor Donaldson welcomed all those present to the meeting and an apology was noted above.

### **647. DECLARATIONS OF INTEREST**

In terms of the Councillors' Code of Conduct, there were no declarations of interest.

### **648. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Crieff Common Good Fund Committee of 25 September 2019 (Arts.478-483) was submitted, approved as a correct record and authorised for signature.

### **649. MATTERS ARISING**

There were no matters arising.

### **650. 2019/20 FINANCIAL STATEMENT**

There was submitted a report by the Head of Finance (19/370) including the 2019/20 Financial Statement to 31 October 2019 and projected outturn to 31 March 2020, for the Crieff Common Good Fund.

#### **Resolved:**

- (i) The Crieff Common Good Fund Audited Income and Expenditure to 31 October 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 1 to report 19/370, be noted.

**IT WAS AGREED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973.**

**651. MACROSTY PARK – PAVILION CAFÉ LICENCE TO OCCUPY RENEWAL**

There was submitted a report by the Executive Director (Housing and Environment) (19/372) seeking approval from the Crieff Common Good Committee to extend the existing Licence to Occupy for a further 7 years for the current operator/tenant to run the Pavilion Café business at MacRosty Park.

**Resolved:**

The tenant's request for an extension of the current Licence to Occupy for a further 7 years from 1 March 2020 on the terms and conditions detailed in report 19/372, be approved.

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PERTH AND KINROSS COUNCIL  
COUNCIL MEETING  
18 DECEMBER 2019

## **COUNCIL MEETING**

Minute of meeting of Perth and Kinross Council held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 18 December 2019 at 11.00am.

Present: Provost D Melloy, Councillors C Ahern, H Anderson, A Bailey, K Baird, M Barnacle, P Barrett, B Brawn, A Coates, H Coates, S Donaldson, E Drysdale, J Duff, A Forbes, D Illingworth, I James, A Jarvis, G Laing, M Lyle, R McCall, S McCole, X McDade, T McEwan, A Parrott, B Pover, C Purves, J Rebbeck, C Reid, W Robertson, F Sarwar, C Shiers, L Simpson, R Watters, M Williamson and W Wilson.

In Attendance: K Reid, Chief Executive; J Valentine, Depute Chief Executive; S Devlin, Executive Director (Education and Children's Services); B Renton, Executive Director (Housing and Environment); G Paterson, Chief Officer/Director – Integrated Health and Social Care; K McNamara, Depute Director (Housing and Environment); J Pepper, Depute Director (Education and Children's Services) and Chief Social Work Officer; P Marshall, F Crofts, E Queen, N Rogerson, S Best, E Kourtesi, C Gray and J Cruickshank (all Housing and Environment); L Simpson, S Hendry, S MacKenzie, K Donaldson, F Robertson, D McPhee, D Ross, K Barron and L Gowans (all Corporate and Democratic Services); R Drummond, H Robertson and M Roy (all Education and Children's Services); B Atkinson, Independent Chair of Perth and Kinross Adult Protection Committee and Child Protection Committees.

Apologies for Absence: Councillors B Band, R Brock, D Doogan and T Gray.

Provost D Melloy, Presiding.

The Provost led the discussion for Arts. 652-657, 660-661 and 664-668 and the Depute Provost for Arts. 658-659 and 662-663.

### **652. WELCOME AND APOLOGIES**

The Provost welcomed all those present to the meeting and apologies were noted as above.

### **653. DECLARATIONS OF INTEREST**

In terms of the Councillors' Code of Conduct, Councillors C Purves and W Robertson both declared a non-financial interest in Art. 668, and Councillor S McCole declared a non-financial interest in Art. 657.

Prior to the commencement of the main business, Councillor M Lyle congratulated Councillor D Doogan on his recent election as MP for Angus at the UK Parliamentary Elections on 12 December 2019.

**654. NOTICE OF MOTION IN TERMS OF STANDING ORDER 39**

**PAYMENT OF NEW REAL LIVING WAGE RATE**

**Motion (Councillors A Bailey and X McDade)**

**Council notes that an increase in the Real Living Wage to £9.30 per hour was announced by the Living Wage Foundation in early November. This increase takes into account higher transport costs, private rents and council tax bills that have already hit the pockets of our staff. As an accredited Living Wage Employer, Council would ordinarily pass on the new rate effective 1 May 2020.**

**Council instead agrees to pay the new £9.30 per hour Real Living Wage rate effective 1st November 2019. The costs of doing so will be £26,000 to be funded from the projected under spend in the Unfunded Pensions Budget which was reported to the Strategic Policy & Resources Committee on 27 November 2019. 262 staff members will benefit from this change. This position will be kept under review in future financial years.**

**Amendment (Councillors P Barrett and W Wilson)**

In accordance with the Motion but with deletion of the final sentence and its replacement with the following:

For future years the Council agrees to implement the Real Living Wage as soon as possible after its announcement and effective from the date of announcement by the Living Wage Foundation and that this earlier implementation date is built into the Council's annual revenue budget setting process.

In terms of Standing Order 58 a roll call vote was taken.

31 members voted for the Motion as follows:

Councillors C Ahern, H Anderson, A Bailey, K Baird, M Barnacle, B Brawn, A Coates, H Coates, S Donaldson, E Drysdale, J Duff, A Forbes, D Illingworth, I James, A Jarvis, G Laing, M Lyle, R McCall, S McCole, X McDade, T McEwan, Provost Melloy, A Parrott, B Pover, C Purves, J Rebbeck, C Reid, F Sarwar, C Shiers, R Watters and M Williamson.

4 members voted for the Amendment as follows:

Councillors P Barrett, W Robertson, L Simpson and W Wilson.

**Resolved:**

In accordance with the Motion.

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**655. MINUTES**

**(i) Minute of meeting of Perth and Kinross Council of 25 September 2019**

The minute of the meeting of Perth and Kinross Council of 25 September 2019 (Arts. 490-503) was submitted, approved as a correct record and authorised for signature.

**(ii) Minute of special meeting of Perth and Kinross Council of 22 October 2019**

The minute of the special meeting of Perth and Kinross Council of 22 October 2019 (Arts. 513-515) was submitted, approved as a correct record and authorised for signature.

**656. MINUTES OF MEETINGS OF COMMITTEES FROM 11 SEPTEMBER 2019 TO 27 NOVEMBER 2019**

The decisions recorded in Arts. 432-489, 504-512 and 516-610, copies of which had been circulated to all members of the Council, were submitted and noted.

**657. REVIEW OF DRAFT PERTH CITY PLAN**

There was submitted a report by the Depute Chief Executive (19/360) outlining the proposed revisions to the Perth City Plan following review by the Perth City Development Board.

John Bullough, Chair of the Perth City Development Board, provided members with a slide based presentation on the proposed revisions to the Perth City Plan and answered a number of questions.

**Resolved:**

- (i) The amendments to the narrative and structure of the Draft Perth City Plan be endorsed.
- (ii) The Perth City Development Board to be advised that the Council's support and communication on the finalised plan will be developed through the Perth and Kinross Offer.
- (iii) It be noted that the Board is in the process of finalising revised governance arrangements and will seek a Council response to its participation on the Board once these have been finalised.
- (iv) A further briefing session for elected members to be arranged on the review of the draft Perth City Plan.

**658. PERTH AND KINROSS OFFER UPDATE**

There was submitted a report by the Chief Executive (19/361) providing Council with an update on the implementation of the Perth and Kinross Offer programme from June – December 2019.

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**Resolved:**

- (i) The progress made on the Perth and Kinross Offer in the past six months be noted;
- (ii) The key priorities for 2020, as outlined in paragraph 3.1 of Report 19/361, be approved;
- (iii) The Chief Executive be requested to bring forward a further report, by Spring 2020, outlining the framework along with the communication and engagement plan.

**659. INTERIM CLIMATE EMERGENCY REPORT AND ACTION PLAN**

There was submitted a report by the Depute Chief Executive (19/362) setting out an initial routemap to meeting the ambitions of the Council Motion agreed in June 2019 on climate change, as well as highlighting the targets, challenges, and the action the Council is already taking to address climate change.

**Resolved:**

- (i) The Interim Climate Emergency Report and Action Plan (Appendix 1 of Report 19/362) be approved as a basis for engagement with stakeholders to produce a shared vision and action programme, and to deliver a resilient and net zero carbon Perth and Kinross.
- (ii) The Depute Chief Executive to bring forward a report to the next Council meeting on proposals for the establishment of a Perth and Kinross Climate Change Commission.
- (iii) The Depute Chief Executive to bring forward a report to the Council following 2020 summer recess with the results of the climate change engagement activity and an updated route map for the delivery of a vision and action plan.

THERE FOLLOWED A RECESS AND THE MEETING RECONVENED AT 12.57PM.

**660. TREASURY ACTIVITY AND COMPLIANCE REPORT 2019/20 QUARTER 2**

There was submitted a report by the Head of Finance (19/363) updating the Council on treasury activity for the quarter ending 30 September 2019 as well as reporting on compliance with the Council's Treasury Management Policy Statement, Treasury Management Practices, the Investment Strategy and the Prudential Indicators for the same period. The report also covered the annual review of the Treasury Management Systems Document.

**Resolved:**

- (i) The contents of Report 19/363, submitted in accordance with the Council's approved Treasury Management Practices, be noted;
- (ii) The annual review of the Treasury Management Systems Document, as detailed in Section 7 of Report 19/363, be noted.

**661. EQUALITIES PERFORMANCE REPORT 2018/19**

There was submitted a report by The Executive Director (Housing and Environment) (Report 19/364) seeking approval for the Equalities Performance Report 2018/19.

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**Resolved:**

The contents of Report 19/364 be approved.

**662. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2018/19**

There was submitted a report by the Chief Social Work Officer (19/365) providing an overview of social work services in Perth and Kinross during financial year 2018/19.

**Resolved:**

The Chief Social Work Officer Annual Report 2018/19, as appended to Report 19/365, be approved.

**663. PERTH AND KINROSS CHILD PROTECTION COMMITTEE STANDARDS AND QUALITY REPORT 2018/2019**

There was submitted a report by the Chief Social Work Officer (19/347) providing an overview of the key activities and work of the Perth and Kinross Child Protection Committee for 2018/19.

Bill Atkinson, Independent Chair of the Committee, was in attendance to introduce the report and answer members' questions.

**Resolved:**

- (i) The wide range of work being carried out by Perth and Kinross Council and partners through the Child Protection Committee, to provide high quality services to protect children and young people, in particular the high level commitment to continuous improvement through self-evaluation, be noted.
- (ii) The contents of Report 19/347, including the Child Protection Committee Standards and Quality Report 2018/2019 (Appendix 1), the Improvement Plan 2018-2020 at 31 July 2019 (Appendix 2), and the Child Sexual Exploitation Work Plan at 31 July 2019 (Appendix 3), be endorsed.
- (iii) It be noted that Report 19/347 had been submitted to the Scrutiny Committee on 27 November 2019 for scrutiny and comment.

**664. ADULT SUPPORT AND PROTECTION ANNUAL REPORT 2018-19**

There was submitted a report by the Chief Social Work Officer (19/348) providing an update on the work of the Perth and Kinross Adult Protection Committee and activity over 2018-2019.

Bill Atkinson, Independent Chair of the Committee, was in attendance to introduce the report and answer members' questions.

**Resolved:**

- (i) The contents of Report 19/348 be noted.
- (ii) It be noted that Report 19/348 had been submitted to the Scrutiny Committee on 27 November 2019 for scrutiny and comment.

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**665. REVIEW OF PARLIAMENTARY CONSTITUENCY POLLING DISTRICTS AND POLLING PLACES**

There was submitted a report by the Depute Chief Executive (19/366) seeking the Council's views on proposed changes to the parliamentary constituency polling districts and polling places within the area of Perth and Kinross following the recent review.

Motion (Councillors M Lyle and J Duff)

Approve the recommendations as set out in Report 19/366.

Amendment (Councillors A Parrott and E Drysdale)

Accept the recommendations as set out in Report 19/366, with the following exceptions:

In respect of PLJ – Railway Staff Club and PCW – St John's RC Church Hall, a further assessment of polling place options in ward 12 be undertaken. This assessment process will include accessibility (Disability Discrimination Act compliance/parking/public transport) and availability and will involve local ward members. The outcome of this assessment will be reported to a future meeting of the Council for decision.

Note – The Mover and Seconder of the Motion agreed to incorporate the Amendment into the Revised Motion.

**Resolved:**

- (i) **The proposals for the designation of polling districts and polling places as set out in Appendix 1 to Report 19/366 be endorsed, with the exceptions of SMF (Ruthvenfield Primary School, Huntingtower) and PLA (Moncrieffe Community Centre) which will be retained as polling places. Furthermore, in relation to PLJ - Railway Staff Club and PCW – St John's RC Church Hall, a further assessment of polling place options in ward 12 to be undertaken. This assessment process will include accessibility (Disability Discrimination Act compliance/parking/public transport) and availability and will involve local ward members. The outcome of this assessment to be reported to a future meeting of the Council for decision.**
- (ii) **The proposal to provide an evaluation of alternative polling stations for SMA (Pitcairngreen Village Hall), with a report to a future Council meeting, be approved.**

**666. AMENDMENTS TO GOVERNANCE DOCUMENTS**

**Resolved:**

- (i) **The Changes to the Scheme of Administration and Planning Scheme of Delegation, as set out in Item 15 on the agenda, be agreed.**

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- (ii) Furthermore, in relation to Part 2, Section 12.2 of the Scheme of Administration, the quorum for meetings of the Local Review Body to be amended from 2 to 3.

**667. MEMBERSHIP OF COMMITTEES**

**Resolved:**

Councillor A Jarvis be appointed to the vacant position on the Scrutiny Committee.

**IT WAS AGREED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973.**

**668. UPDATE ON CULTURAL MATTERS**

The Chief Executive provided members with a confidential briefing on cultural matters.

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## PERTH AND KINROSS LOCAL REVIEW BODY

Minute of meeting of the Perth and Kinross Local Review Body held in the Council Chamber, 2 High Street, Perth on Tuesday 7 January 2020 at 10.30am.

Present: Councillors H Anderson, R Watters and W Wilson.

In Attendance: D Harrison (Planning Adviser), G Fogg (Legal Adviser) and D Williams (Committee Officer) (all Corporate and Democratic Services).

Also Attending: C Brien and M Willis (Corporate and Democratic Services); members of the public, including agents and an applicant.

Councillor H Anderson, Convener, Presiding.

### 1. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillors Code of Conduct.

### 2. MINUTES

The minute of meeting of the Local Review Body of 10 December 2019 (Arts. 611-613/19) was submitted and noted.

### 3. APPLICATION FOR REVIEW

- (i) **TCP/11/16(619)**  
**Planning Application – 19/01129/IPL – Erection of a dwellinghouse (in principle), land 80 metres north east of The Stables, Hatchbank – L Scammacca and A Harley**

Members considered a Notice of Review seeking a review of the decision by the Appointed Officer to refuse erection of a dwellinghouse (in principle), land 80 metres north east of The Stables, Hatchbank.

The Planning Adviser displayed photographs of the site and described the proposal, and thereafter summarised the Appointed Officer's Report of Handling and the grounds set out in the Notice of Review.

**Decision:**

Resolved by unanimous decision that:

- (i) having regard to the material before the Local Review Body and the comments from the Planning Adviser, sufficient information was before the Local Review Body to determine the matter without further procedure.



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Thereafter, resolved by unanimous decision that:

- (ii) the Review application for erection of a dwellinghouse (in principle), land 80 metres north east of The Stables, Hatchbank, be refused for the following reason:
1. The proposal is contrary to Policy 19 'Housing in the Countryside' of the Perth and Kinross Local Development Plan 2 2019, and the Council's Housing in the Countryside Guide 2014, as it does not comply with any of the categories of the policy guidance where a dwellinghouse or dwellinghouses would be acceptable in principle at this location.
  2. The proposal is contrary to Policy 1B 'Placemaking', criterion (a), of the Perth and Kinross Local Development Plan 2 2019, as the proposal fails to create a sense of identity and erodes the character of the countryside.
  3. The proposal is contrary to Policy 1B 'Placemaking', criterion (b), of the Perth and Kinross Local Development Plan 2 2019, as the siting of dwellinghouse would erode and dilute the area's landscape character.
  4. The proposal is contrary to Policy 39 'Managing Future Landscape Change to Conserve and Enhance the Diversity of the Area's Landscape', criterion (a), of the Perth and Kinross Local Development Plan 2 2019, as the loss of agricultural land to a residential use in this rural location will erode the local distinctiveness, diversity and quality of Perth and Kinross's landscape character whilst being of detriment to the visual and scenic qualities of the landscape.

**Justification**

The proposal is not in accordance with the Development Plan and there are no material reasons which justify departing from the Development Plan.

- (ii) **TCP/11/16(620)**  
**Planning Application – 19/00826/FLL – Erection of a dwellinghouse and garage, land 30 metres south east of Croit Oran, Carnbo – Mr G and Dr E Menzies**

Members considered a Notice of Review seeking a review of the decision by the Appointed Officer to refuse the erection of a dwellinghouse and garage, land 30 metres south east of Croit Oran, Carnbo.

The Planning Adviser displayed photographs of the site and described the proposal, and thereafter summarised the Appointed Officer's Report of Handling and the grounds set out in the Notice of Review.

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**Decision:**

Resolved by unanimous decision that:

- (i) having regard to the material before the Local Review Body and the comments from the Planning Adviser, sufficient information was before the Local Review Body to determine the matter without further procedure.

Thereafter, resolved by unanimous decision that:

- (ii) the Review application for the erection of a dwellinghouse and garage, land 30 metres south east of Croit Oran, Carnbo, be refused for the following reasons:
  - 1. The proposal is contrary to Policy 17, Residential Areas, of the Perth and Kinross Local Development Plan 2 2019, as the proposal does not respect its environs, criterion (a), and will not improve the character or environment of the area or village, criterion (c).
  - 2. The proposal is contrary to criterion within Policy 1A of the Perth and Kinross Local Development Plan 2 2019, as the development does not contribute positively to the quality of the surrounding built environment, fails to respect the character and amenity of the area and has an adverse impact on the visual amenity of the area due to an inappropriate siting, density and design.
  - 3. The proposal is contrary to criterion within Policy 1B of the Perth and Kinross Local Development Plan 2 2019, as the dwelling does not create a sense of identity as it would erode the street structure, criterion (a), does not respect site topography, criterion (b). The design and density does not compliment the surroundings, criterion (c). The dwellings orientation and position also does not reinforce the street and does not respect the building line, contrary to criterion d.

**Justification**

The proposal is not in accordance with the Development Plan and there are no material reasons which justify departing from the Development Plan.

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## **LICENSING COMMITTEE**

Minute of Meeting of the Licensing Committee held in the Council Chambers, Ground Floor, Council Building, 2 High Street, Perth on Thursday 9 January 2020 at 10.00am.

Present: Councillors C Ahern (Convener), A Coates (up to and including Art. 8), D Illingworth, R McCall, A Parrott and M Williamson.

In Attendance: PC L Gregge (Police Scotland); M McLaren, D Gilkinson, S Michie, and A Taylor (all Corporate and Democratic Services).

Apologies for Absence: Councillors K Baird, R Brock, J Rebbeck, F Sarwar and R Watters.

Councillor C Ahern (Convener), Presiding.

### **4. WELCOME AND APOLOGIES**

The Convener welcomed all present to the meeting. Apologies for absence were noted as above.

### **5. DECLARATIONS OF INTEREST**

In terms of the Councillors' Code of Conduct Councillor A Coates declared a non-financial interest in Art. 9.

### **6. MINUTES**

The Minute of Meeting of the Licensing Committee of 14 November 2019 (Arts. 568-578/19) was submitted and approved as a correct record.

### **7. GRANT OF LATE HOURS CATERING LICENCE – LH136**

There was submitted a report by the Head of Legal and Governance Services (20/1) regarding Grant of a Late Hours Catering Licence LH136.

The applicant's legal representative, Mr A Hunter was in attendance, addressed the Committee and answered members' questions.

#### **Resolved:**

Late Hours Catering Licence LH136 be granted for a period of 3 years with effect from 9 January 2020.

**IT WAS AGREED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973.**

**8. SUSPENSION OF TAXI/PRIVATE HIRE CAR DRIVER LICENCE NO. TD1711**

There was submitted a report by the Head of Legal and Governance Services (20/2) together with (1) a letter of representation dated 17 December 2019 from Police Scotland; (2) a letter providing further information from the Licensing Department dated 18 December 2019; and (3) character references submitted on behalf of the licence holder, regarding Suspension of Taxi/Private Hire Car Driver's Licence No. TD1711.

The applicant was in attendance, accompanied by his employer.

The representative of Police Scotland addressed the Committee and answered Members' questions. The applicant and his employer, and the Licensing Officer, Perth and Kinross Council also addressed the Committee and answered Members' questions.

FOLLOWING A SHORT ADJOURNMENT, THE COMMITTEE RECONVENED.

**Motion (Councillors C Ahern and A Parrott) – Taxi/Private Hire Car Driver's Licence TD1711 be not suspended on the basis that the licence holder continues to attend regular one-to-one meetings with his employer.**

Amendment (Councillor D Illingworth and R McCall) – Taxi/Private Hire Car Driver's Licence TD1711 be suspended for a period of two weeks due to the potential risk posed by the holder to public safety.

In terms of Standing Order 55, a roll call vote was taken.

2 Members voted for the Amendment as follows:  
Councillors D Illingworth and R McCall.

4 Members voted for the Motion as follows:  
Councillors C Ahern, A Coates, A Parrott and M Williamson

**Resolved:**

In accordance with the Motion.

HAVING DECLARED A NON-FINANCIAL INTEREST IN THE FOLLOWING ITEM, COUNCILLOR A COATES LEFT THE MEETING AT THIS POINT.

**9. SUSPENSION OF TAXI/PRIVATE HIRE CAR DRIVER'S LICENCE – TD1520**

There was submitted a report by the Head of Legal and Governance Services (20/3) together with (1) a letter of representation dated 10 December 2019 from Police Scotland; and (2) letters of objection dated 11 June 2019 and 22 October 2018 also from Police Scotland regarding Suspension of Taxi/Private Hire Car Driver's Licence No. TD1520.

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The applicant was in attendance.

The representatives of Police Scotland addressed the Committee and answered Members' questions. The applicant addressed the Committee and answered Members' questions.

FOLLOWING A SHORT ADJOURNMENT, THE COMMITTEE RECONVENED.

**Resolved:**

Taxi/Private Hire Car Driver Licence No. TD1520 be suspended with effect from 9 January 2020 for the duration of the licence on the grounds that the licence holder is no longer a fit and proper person to be the holder of the licence.

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## **PLANNING AND DEVELOPMENT MANAGEMENT COMMITTEE**

Minute of meeting of the Planning and Development Management Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 15 January 2020 at 10.00am.

Present: Councillors R McCall, B Brawn, H Anderson, M Barnacle, E Drysdale, T Gray, D Illingworth, I James, C Purves, C Reid, R Watters and W Wilson.

In Attendance: G Bissett, L Reid and D Salman (all Housing and Environment); D Littlejohn, K Smith, A Condliffe, J Scott, C Elliott and D Williams (all Corporate and Democratic Services).

Apologies: Councillor B Band.

Councillor R McCall, Convener, Presiding.

### **10. WELCOME AND APOLOGIES**

The Convener welcomed everyone present to the meeting.

### **11. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

### **12. MINUTES**

The minute of meeting of the Planning and Development Management Committee of 17 December 2019 (Arts. 614-617/19) was submitted, approved as a correct record and authorised for signature.

### **13. DEPUTATIONS**

In terms of Standing Order 72, the Committee agreed to hear deputations in relation to the following planning applications:

**Planning Application No.**  
19/01626/FLL

**Art. No.**  
14(2)(i)

#### 14. APPLICATIONS FOR DETERMINATION

##### (1) Major Application

- (i) **19/00163/AMM – BLAIRGOWRIE – Erection of 2 retail units (Class 1), a neighbourhood centre comprising 3 retail units (Class 1), formation of parking areas, landscaping, SUDS pond and associated works (approval of matters specified by conditions 17/00939/IPM) (Phase 1A - Site MU5), land south west of Cemetery House Lodge, Perth Road, Blairgowrie – Report 20/4 – Westpark Partnership**

J Scott, Team Leader, introduced the report and advised members of the following updates:

- (i) Page 25, Para 1, Line 4 - The reference should read "A93" not A94.
- (ii) Conditions 7 be amended to include maintenance arrangements in the approved scheme.
- (iii) Condition 8 be amended to clarify the timing for providing any replacement planting that may be required.
- (iv) Condition 9 be replaced with a condition that provides further clarification as to what the CEMP must address as part of any Approval of Matters Specified in Conditions (AMSC).
- (v) Condition 10 be replaced as the Phase 1 investigation has already been undertaken as part of the Planning Permission in Principle.
- (vi) Condition 15 be amended to clarify that the scheme must be approved by the Planning Authority.

##### **Resolved:**

**Grant**, subject to the following updated conditions and amended condition 8 and informatives:

##### **Conditions**

1. The development hereby approved must be carried out in accordance with the approved drawings and documents, unless otherwise provided for by conditions imposed by this decision notice.  
Reason: To ensure that the development is carried out in accordance with the plans approved.
2. Prior to the development hereby approved being completed or brought into use, all matters regarding access, car parking, road layout, design and specification, including the disposal of surface water, shall be in accordance with the standards required by the Council as Roads Authority.  
Reason: In the interest of vehicle and pedestrian safety and in accordance with the policies of the adopted Perth and Kinross Local Development Plan 2019.

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3. Prior to the commencement of development, a scheme to provide a right turn lane from the A93 (southbound) in to the development and a signalised pedestrian crossing on the A93 shall be submitted to, and approved in writing by, the Council as Planning Authority. The scheme shall confirm the location, specification, detailed design and delivery timescales of both the turn and pedestrian crossing. The approved scheme shall thereafter be implemented in full, prior to the occupation of the first retail unit.

Reason: In the interests of road and pedestrian safety.

4. Prior to the commencement of works on the development, the applicant shall submit for the written approval of the Planning Authority a Construction Traffic Management Scheme (TMS) which shall include the following:
- a) restriction of construction traffic to approved routes and the measures to be put in place to avoid other routes being used;
  - b) timing of construction traffic to minimise impact on local communities particularly at school start and finishing times, on days when refuse collection is undertaken, on Sundays and during local events;
  - c) arrangements for liaison with the Roads Authority regarding winter maintenance;
  - d) emergency arrangements detailing communication and contingency arrangements in the event of vehicle breakdown;
  - e) arrangements for the cleaning of wheels and chassis of vehicles to prevent material from construction sites associated with the development being deposited on the road;
  - f) arrangements for cleaning of roads affected by material deposited from construction sites associated with the development;
  - g) arrangements for signage at site accesses and crossovers and on roads to be used by construction traffic in order to provide safe access for pedestrians, cyclists and equestrians;
  - h) details of information signs to inform other road users of construction traffic;
  - i) arrangements to ensure that access for emergency service vehicles are not impeded;
  - j) monitoring, reporting and implementation arrangements; and
  - k) arrangements for dealing with non-compliance.

The TMS as approved shall be strictly adhered to during the entire site construction programme all to the satisfaction of the Council as Planning Authority.

Reason: In the interests of road safety.



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5. Prior to the commencement of development, a scheme for the technical details, delivery phasing and signage needed for the diversion of Core Path BLAI/29 and for the future maintenance of the path within the site shall be submitted to, and approved in writing by, the Council as Planning Authority. This scheme shall also ensure that all existing rights of way, core paths within or adjacent to the completed development shall at all times be protected and remain operational during the construction phases. The scheme shall thereafter be implemented in full accordance with the approved details.  
Reason: In the interest of sustainable transportation being maintained.
6. Prior to the commencement of development hereby approved, a scheme shall be submitted to, and approved in writing by, the Council as Planning Authority that demonstrates how at least 10% of the current carbon emissions reduction set by the Scottish Buildings Standards will be met through the installation and operation of low and zero-carbon technologies. This scheme shall detail for each building:
- a) the technology types;
  - b) illustrate, through technical calculations, that these will meet at least the 10% reduction;
  - c) their siting and location; and
  - d) ongoing operation and maintenance.
- Once approved, the development shall be completed in accordance with the approved scheme and no individual unit shall be occupied until the scheme has been installed and operating.  
Reason: To embed low and zero-carbon technologies within the development in the interest of environmental sustainability.
7. Prior to the commencement of development hereby approved, the final construction details for the disposal of surface water via a Sustainable Urban Drainage System (SUDs), and the subsequent maintenance of the scheme, shall be submitted to, and approved in writing by, the Council as Planning Authority. The design for the SUDs basin shall incorporate an emergency spillway for exceedance flood events to be directed towards a watercourse. Further, this design shall ensure that, where any outfall will affect the adjacent swamp/pond area, only clean water enters this wetland area. The scheme shall thereafter be implemented in full, prior to the occupation of the first retail unit and thereafter maintained in accordance with the approved scheme.  
Reason: In the interest of protecting environmental quality and of biodiversity.

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8. Prior to the commencement of development, updated landscape proposals shall be submitted to, and approved in writing by, the Council as Planning Authority. The updated proposals shall include a planting scheme which incorporates increased native species, detail the delivery implementation and arrangements for maintenance, to the satisfaction of the Council as planning authority. The landscaping scheme, as approved, shall thereafter be implemented in full, in accordance with the approved scheme. Further, any planting which, within a period of 5 years from the completion of the approved phase of development, in the opinion of the Planning Authority is dying, has been severely damaged or is becoming seriously diseased, shall be replaced by plants of similar size and species to those originally required to be planted in the next available planting season..

Reason: In the interests of visual amenity and to ensure the satisfactory implementation of the proposed planting scheme.

9. Development hereby approved shall not commence until a detailed Construction Environmental Management Plan (CEMP) detailing environmental mitigation measures and construction method statements, including specific measures for environmental monitoring during construction, shall be submitted to, and approved in writing by, the Council as Planning Authority, in consultation with Scottish Natural Heritage (SNH) and Scottish Environment Protection Agency (SEPA). Such details shall be submitted not less than two months prior to the agreed scheduled commencement date and shall incorporate detailed pollution avoidance and mitigation measures for all construction elements. Thereafter the development shall be fully undertaken in accordance with the agreed CEMP.

Reason: In the interests of protecting environmental quality and of biodiversity.

10. Development shall not begin until a scheme to deal with contamination on the site has been submitted to and approved in writing by the planning authority. The scheme shall contain details of proposals to deal with contamination to include:

- I. the nature, extent and type(s) of contamination on the site
- II. measures to treat/remove contamination to ensure the site is fit for the use proposed
- III. measures to deal with contamination during construction works
- IV. condition of the site on completion of decontamination measures.

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Before any residential or commercial unit is occupied the measures to mitigate all identified risks after intrusive investigation shall be fully implemented as approved by the Planning Authority.

Reason: In order to deal with any potential contamination of the site as a result of its former use.

11. Development shall not commence until the developer has secured the implementation of a programme of archaeological work in accordance with a written scheme of archaeological investigation which has been submitted by the applicant and agreed in writing by the Council as Planning Authority, in consultation with Perth and Kinross Heritage Trust. Thereafter, the developer shall ensure that the programme of archaeological works is fully implemented including that all excavation, preservation, recording, recovery, analysis, publication and archiving of archaeological resources within the development site is undertaken. In addition, the developer shall afford access at all reasonable times to Perth and Kinross Heritage Trust or a nominated representative and shall allow them to observe work in progress.

Reason: The site lies adjacent to areas of archaeological significance.

12. Prior to the occupation of any retail unit hereby approved, a scheme for all external lighting shall be submitted to, and approved in writing by, the Council as Planning Authority. This scheme shall ensure appropriate alignment and provide sufficient screening so as to ensure that there is no direct illumination of neighbouring land including the A93 (Perth Road) and Ardblair Terrace and that light spillage beyond the boundaries of the site is minimised. The lighting scheme shall thereafter be implemented in full, prior to the occupation of each retail unit.

Reason: In the interest of residential amenity; to ensure that there will be no distraction or dazzle to drivers on the road, and; that the safety of the traffic on the road will not be diminished.

13. All plant or equipment on each building hereby approved shall be so enclosed, attenuated and/or maintained such that any noise therefrom shall not exceed Noise Rating 35 between 0700 and 2300 hours daily, or Noise Rating 25 between 2300 and 0700 hours daily, within any neighbouring residential property, with all windows slightly open, when measured and/ or calculated and plotted on a rating curve chart.

Reason: In the interest of protecting residential amenity from noise generated by plant or equipment.

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14. Within any neighbouring residential property, noise levels shall be limited to an internal night time target noise level of 42 dB LAFmax, with window slightly open.  
Reason: In the interest of protecting residential amenity from noise.
15. In the event of a justified noise complaint being received by the Council relating to the operation of the development hereby approved, the operator shall, at its own expense, employ a consultant approved by the Planning Authority to carry out a noise assessment which shall be submitted to, and approved in writing by, the Council as Planning Authority. The assessment will be carried out to an appropriate methodology agreed in writing with the Planning Authority. If the noise assessment shows that the noise levels do not comply with noise conditions, a scheme of noise mitigation shall be included with the noise assessment, specifying timescales for the implementation of the scheme and shall be submitted to the Planning Authority with 28 days of the assessment.  
Reason: In the interest of protecting residential amenity.
16. All servicing and deliveries to any retail unit hereby approved must be within the core hours of 07:00 and 21:00 Monday to Saturday and within the hours of 09:00 and 17:00 hours on Sundays. Where any retail unit is to receive deliveries between the extended hours of 21:00 and 23:00 Monday to Saturday only, a Delivery/Service Noise Management Plan, outlining mitigation measures to reduce noise, shall be submitted to and approved in writing by the Council as Planning Authority prior to activity taking place during these hours. The servicing and delivery arrangements must be in accordance with the core hours or, where approved, in accordance with any scheme and mitigation approved under the extended hours.  
Reason: To safeguard the amenity of neighbouring residential properties.
17. No removal of hedgerows, trees or shrubs that may be used by breeding birds shall take place between 1 March and 31 August inclusive, unless a competent ecologist has undertaken a careful, detailed check of vegetation for active birds' nests immediately before the vegetation is cleared and provided written confirmation that no birds will be harmed and/or that there are appropriate measures in place to protect nesting bird interest on site. Any such written confirmation should be submitted to the local Planning Authority.  
Reason: To ensure adequate protection for the trees on the site during the construction, in the interests of the visual amenity of the area.

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18. All existing trees and hedgerows shown to be retained shall be protected by suitable fencing in accordance with BS5837:2012 (Trees in Relation to Construction). No materials, supplies, plant, machinery, soil heaps, changes in ground levels or construction activities shall be permitted within the protected areas without the written agreement of the Council as Planning Authority.  
Reason: To ensure adequate protection for the trees on the site during the construction, in the interests of the visual amenity of the area.
19. Measures to protect animals from being trapped in open excavations and/or pipe and culverts shall be implemented for the duration of the construction works of the development hereby approved. The measures may include creation of sloping escape ramps for animals, which may be achieved by edge profiling of trenches/excavations or by using planks placed into them at the end of each working day and open pipework greater than 150 mm outside diameter being blanked off at the end of each working day.  
Reason: In order to prevent animals from being trapped within any open excavations.
20. All road gullies within 500m of a waterbody or Sustainable Urban Drainage System (SUDs) pond shall have wildlife kerbs installed adjacent to the gully.  
Reason: In the interests of protecting environmental quality and of biodiversity.

**Justification**

The proposal is in accordance with the Development Plan and there are no material reasons which justify departing from the Development Plan.

**Informatives**

1. The development hereby permitted shall be commenced no later than the expiration of two years from the date of this consent or from the date of subsequent approval of matters specified in conditions, or three years from the date of planning permission in principle, whichever is the later.
2. Under Section 27A of the Town and Country Planning (Scotland) Act 1997 (as amended) the person undertaking the development is required to give the Planning Authority prior written notification of the date on which it is intended to commence the development. A failure to comply with this statutory requirement would constitute a breach of planning control under Section 123(1) of that Act, which may result in enforcement action being taken.

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3. As soon as practicable after the development is complete, the person who completes the development is obliged by Section 27B of the Town and Country Planning (Scotland) Act 1997 (as amended) to give the Planning Authority written notice of that position.
4. This development will require the 'Display of notice while development is carried out', under Section 27C (1) of the Town and Country Planning Act 1997, as amended, and Regulation 41 of the Development Management Procedure (Scotland) Regulations 2013. The form of the notice is set out in Schedule 7 of the Regulations and a draft notice is included for your guidance. According to Regulation 41 the notice must be:
  - Displayed in a prominent place at or in the vicinity of the site of the development
  - Readily visible to the public
  - Printed on durable material.
5. The developer is advised to contact Mr David Strachan, Archaeologist to discuss terms of reference for work required Tel 01738 477080.
6. The applicant is advised that in terms of Section 21 of the Roads (Scotland) Act 1984 they must obtain from the Council as Roads Authority consent to construct a new road prior to the commencement of roadworks. Advice on the disposal of surface water must be sought at the initial stages of design from Scottish Water and the Scottish Environment Protection Agency.
7. The applicant is advised that in terms of Section 56 of the Roads (Scotland) Act 1984 they must obtain from the Council as Roads Authority consent to open an existing road or footway prior to the commencement of works. Advice on the disposal of surface water must be sought at the initial stages of design from Scottish Water and the Scottish Environment Protection Agency (SEPA).
8. Any changes to the approved site layout plan that requires a planning application shall also require a revised noise impact assessment to be submitted to demonstrate that the layout will not adversely affect the resultant noise levels to external and internal amenity spaces.
9. The applicant is reminded that this site is still subject to a Section 75 Legal Agreement, securing Developer Contribution requirements and other matters, as secured as part of planning permission 17/00939/IPM. This permission continues to be tied by this legal agreement and the associated requirements will continue to apply.
10. The applicant is reminded that, should any protected species be present a licence may be required from Scottish Natural Heritage. Failure to obtain a licence may

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constitute a criminal act under the Habitats Regulations and penalties are severe for non-compliance.

11. The applicant is reminded that, under the Wildlife and Countryside Act 1981, as amended, it is an offence to remove, damage or destroy the nest of any wild birds while that nest is in use or being built. Planning consent for a development does not provide a defence against prosecution under this Act.
12. The applicant is recommended to discuss with the Council's Public Transport Unit the supply of bus services and public transport infrastructure to ensure an adequate public transport provision for the site.
13. The applicant is advised that the granting of planning consent does not guarantee a connection to Scottish Water's assets. The applicant must make a separate application to Scottish Water Planning & Development Services team for permission to connect to the public wastewater system and/or water network and all their requirements must be fully adhered to.
14. Construction work should minimise the impact on amenity to neighbouring residents, which could be achieved by limiting noise generating activities to Monday to Friday 07:00 to 19:00 and Saturday 08:00 to 13:00 with no noisy works out with these times or at any time on Sundays or Bank Holidays.
15. All planning conditions attached to the Planning Permission in Principle (PPP) approved on 21 December 2018 (application reference: 17/00939/IPM) continue to apply to the development hereby approved, unless otherwise provided for by condition of this application for the Approval of Matters Specified in Condition. Particular attention is drawn to Condition 27 of the PPP, which sets:
  - the maximum net sales floor area of any Food Retail Unit shall not exceed 1,900 square metres and shall be a minimum of 70% convenience goods and a maximum of 30% comparison goods; and
  - the maximum net sales floor area of any Non-Food Retail Unit shall not exceed 1,500 square metres and shall be a minimum of 60% for comparison goods and a maximum of 40% for convenience goods.
16. The stopping up or diversion of the Core Path BLAI/29 is subject to agreement under Section 208 of the Town and Country Planning (Scotland) Act 1997 (as amended). All relevant approvals in this regard should be in place prior to any stopping up or diversions taking place.

**(2) Local Application**

- (i) 19/01626/FLL – KINROSS – Erection of 33 dwellinghouses, 8 flats, community lounge/guest suite, formation of parking areas, landscaping and associated works, site of former Windlestrae Hotel, Muirs, Kinross – Report 20/5 – Juniper Residential Ltd**

A Condliffe, Team Leader, introduced the report and advised members of the following updates:

- (i) Condition 2 reason – reference to the Local Development Plan be changed to the Local Development Plan 2 (2019).
- (ii) Condition 3 reason – reference to the Local Development Plan be changed to the Local Development Plan 2 (2019).
- (iii) Condition 10 be amended to clarify the condition applies to the Club building.
- (iv) Condition 12 be amended to include maintenance arrangement in the approved scheme and clarify the timing of the completion of work.
- (v) Informative 10 be removed as it is a duplicate of Informative 4.

Mr Miles and Ms Thomas, objectors to the application, followed by Mr Myles, Ms Shields and Mr Steele, on behalf of the applicant, addressed the Committee, and, following their respective representations, withdrew to the public benches.

**Motion (Councillors T Gray and I James)**

**Grant, subject to the following conditions, informatives, and possible legal agreement:**

- 1. The development hereby approved must be carried out in accordance with the approved drawings and documents, unless otherwise provided for by conditions imposed by this decision notice.  
Reason: To ensure the development is carried out in accordance with the approved drawings and documents.**
- 2. The occupation of the residential accommodation hereby approved shall be restricted to occupants aged 55 and over and shall not be occupied as the sole or main residence of any occupant aged under 55 years of age.  
Reason: For the avoidance of doubt and to ensure occupation of the development hereby approved complies with Policy PM3 – Infrastructure Contributions, of the Perth and Kinross Local Development Plan 2 (2019)**



- 3. Prior to the occupation of any phase of the development, the detail and timing of the on-site affordable apartment delivery shall be submitted to and agreed in writing by the Council as Planning Authority. The approved scheme shall thereafter be delivered and managed in accordance with the agreed delivery mechanism and timing.**  
**Reason: To ensure the development is in accordance with the terms of the Perth and Kinross Council Local Development Plan 2 (2019) and to comply with the Council's policy on Developer Contributions and Affordable Housing Supplementary Guidance 2016.**
- 4. Prior to the commencement of the development hereby approved, details of the specification and colour of the proposed external finishing materials to be used shall be submitted to and agreed in writing by the Council as Planning Authority. The scheme as agreed shall be implemented prior to the completion or bringing into use of the development, whichever is the earlier.**  
**Reason: In the interests of visual amenity; to ensure a satisfactory standard of local environmental quality.**
- 5. Prior to the occupation of the development hereby approved, junction improvements works onto the B996 (Muir) as detailed in drawing number 19/01626/60 shall be constructed to the satisfaction of Perth and Kinross Council as Planning Authority.**  
**Reason: In the interests of road safety; to ensure an acceptable standard of construction within the public road boundary.**
- 6. Prior to the commencement of the development hereby approved, the applicant shall submit for the further written agreement of the Council as Planning Authority, in consultation with the Roads Authority (Structures), a Construction Traffic Management Scheme (TMS) which shall include the following:**

  - (a) restriction of construction traffic to approved routes and the measures to be put in place to avoid other routes being used;**
  - (b) timing of construction traffic to minimise impact on local communities particularly at school start and finishing times, on days when refuse collection is undertaken, on Sundays and during local events;**
  - (c) a code of conduct for HGV drivers to allow for queuing traffic to pass;**
  - (d) arrangements for liaison with the Roads Authority regarding winter maintenance;**

- (e) emergency arrangements detailing communication and contingency arrangements in the event of vehicle breakdown;
- (f) arrangements for the cleaning of wheels and chassis of vehicles to prevent material from construction sites associated with the development being deposited on the road;
- (g) arrangements for cleaning of roads affected by material deposited from construction sites associated with the development;
- (h) arrangements for signage at site accesses and crossovers and on roads to be used by construction traffic in order to provide safe access for pedestrians, cyclists and equestrians;
- (i) details of information signs to inform other road users of construction traffic;
- (j) arrangements to ensure that access for emergency service vehicles are not impeded;
- (k) co-ordination with other significant developments known to use roads affected by construction traffic;
- (l) traffic arrangements in the immediate vicinity of temporary construction compounds;
- (m) the provision and installation of traffic counters at the applicant's expense at locations to be agreed prior to the commencement of construction;
- (n) monitoring, reporting and implementation arrangements;
- (o) arrangements for dealing with non-compliance; and
- (p) details of HGV movements to and from the site.

The TMS as approved shall be strictly adhered to during the entire site construction programme.

Reason: In the interests of pedestrian and traffic safety and in the interests of free traffic flow.

7. No removal of hedgerows, trees or shrubs or works to, or demolition of, buildings or structures that may be used by breeding birds shall take place between 1st March and 31st August inclusive, unless a competent ecologist has undertaken a careful, detailed check of vegetation for active birds' nests immediately before the vegetation is cleared or building affected, and provided written confirmation that no birds will be harmed and/or that there are appropriate measures in place to protect nesting bird interest on site. Any such written confirmation should be submitted to the local Planning Authority.  
Reason: In the interests of employing best practice ecology and to ensure there is no adverse impact on

any protected species as identified under the Wildlife and Countryside Act (1981).

8. The conclusions and recommended action points within the supporting biodiversity survey by David Dodds Associates Ltd dated August 2019 submitted and hereby approved (plan ref 19/01626/34) shall be fully adhered to, respected and undertaken as part of the construction phase of development.

Reason: In the interests of employing best practice ecology and to ensure there is no adverse impact on any protected species as identified under the Wildlife and Countryside Act (1981).

9. All plant or equipment shall be so enclosed, attenuated and/or maintained such that any noise therefrom shall not exceed Noise Rating 35 between 0700 and 2300 hours daily, or Noise Rating 25 between 2300 and 0700 hours daily, within any neighbouring residential property, with all windows slightly open, when measured and/or calculated and plotted on a rating curve chart.

Reason: In order to safeguard the residential amenity of the area.

10. Prior to the development hereby approved being completed or brought into use, an effective ventilation system commensurate with the nature and scale of cooking to be undertaken in the Club building shall be installed and operated such that cooking odours are not exhausted into or escape into any neighbouring buildings. Thereafter the system shall be maintained.

Reason: In order to safeguard the residential amenity of the area.

11. Prior to the commencement of development hereby approved, a scheme shall be submitted to, and approved in writing by, the Council as Planning Authority that demonstrates how at least 10% of the current carbon emissions reduction set by the Scottish Buildings Standards will be met through the installation and operation of low and zero-carbon technologies. This scheme shall detail for each building:

- a) the technology types;
- b) illustrate, through technical calculations, that these will meet at least the 10% reduction;
- c) their siting and location; and
- d) ongoing operation and maintenance.

Once approved, the development shall be completed in accordance with the approved scheme and no individual unit shall be occupied until the scheme has been installed and operating.

**Reason:** To embed low and zero-carbon technologies within the development in the interest of environmental sustainability.

12. Prior to the commencement of development hereby approved, the final construction details for the disposal of surface water via a Sustainable Urban Drainage System (SUDs) and the subsequent maintenance of the scheme shall be submitted to, and approved in writing by, the Council as Planning Authority. The scheme shall be developed in accordance with the technical guidance contained in The SUDS Manual (C753) and the Council's Flood Risk and Flood Risk Assessments Developer Guidance and shall incorporate source control. All works shall be carried out in accordance with the agreed scheme and be operational prior to the occupation of the first residential unit.

**Reason:** For clarity and in order to ensure that surface water arising from the development is adequately dealt with and that any sustainable urban drainage system (SUDS) does not increase flood risk elsewhere.

13. The conclusions and recommended action points within the supporting Arboricultural Implication Assessment and Tree Protection Report by Donald Rodger Associates Ltd dated September 2019 submitted and hereby approved (plan ref 19/01626/42) shall be fully adhered to, respected and undertaken as part of the construction phase of development.

**Reason:** To ensure a satisfactory standard of development and environmental quality and to reserve the rights of the Planning Authority.

14. The detailed landscaping and planting scheme which is hereby approved shall be completed within the first available planting season (October to March) after the completion or bringing into use of the development, whichever is the earlier. The approved scheme shall thereafter be maintained to the satisfaction of the Council as Planning Authority, with any planting which fails to become established within five years being replaced in the following planting season with others of a size and species as previously approved.

**Reason:** In the interests of visual amenity and to ensure the satisfactory implementation of the proposed planting scheme.

15. Prior to the commencement of any works on site, all trees on site and existing hedges which share a boundary with the site (other than those marked for felling on the approved plans) and those which have Root Protection Areas which fall within the site shall

be retained and protected. Protection methods shall be strictly in accordance with BS 5837 2012: Trees in Relation to Design, Demolition and Construction. Protection measures, once in place, shall remain in place for the duration of construction.

Reason: To ensure a satisfactory standard of development and environmental quality and to reserve the rights of the Planning Authority.

16. Development shall not commence on site until an evaluation for the potential of the site to be affected by contamination by a previous use has been undertaken and, as a minimum, a Preliminary Risk Assessment (Phase 1 Desk Study) has been submitted for consideration and accepted by the Council as Planning Authority. If the preliminary risk assessment identifies the need for further assessment, an intrusive investigation shall be undertaken to identify;
- I. the nature, extent and type(s) of contamination on the site
  - II. measures to treat/remove contamination to ensure the site is fit for the use proposed
  - III. measures to deal with contamination during construction works
  - IV. condition of the site on completion of decontamination measures.

Prior to the completion or bringing into use of any part of the development the measures to decontaminate the site shall be fully implemented in accordance with the scheme subsequently agreed by the Council as Planning Authority. Verification that the scheme has been fully implemented must also be submitted to the Council as Planning Authority.

Reason: In order to deal with any potential contamination of the site as a result of its former use.

#### **Justification**

The proposal is in accordance with the Development Plan and there are no material reasons which justify departing from the Development Plan.

#### **Procedural Notes**

The planning permission decision notice shall not be issued until such time as the required Developer Contributions have been secured or paid in full.

If the payment is not paid up-front, a Section 75 Legal Agreement will require to be drafted in relation to securing on and off-site Affordable Housing provision.

**In the event the applicant does not either make the required payment within 28 days from the date the agent/applicant is advised of the need for the contributions, or complete a legal agreement for delayed payment within a 4 month period from the date the agent/applicant is advised of the need for the contributions the application may be refused under delegated powers without any further discussion with the applicant.**

**Informatives**

- 1. This planning permission will last only for three years from the date of this decision notice, unless the development has been started within that period (see Section 58(1) of the Town and Country Planning (Scotland) Act 1997 (as amended)).**
- 2. Under Section 27A of the Town and Country Planning (Scotland) Act 1997 (as amended) the person undertaking the development is required to give the planning authority prior written notification of the date on which it is intended to commence the development. A failure to comply with this statutory requirement would constitute a breach of planning control under Section 123(1) of that Act, which may result in enforcement action being taken.**
- 3. As soon as practicable after the development is complete, the person who completes the development is obliged by Section 27B of the Town and Country Planning (Scotland) Act 1997 (as amended) to give the Planning Authority written notice of that position.**
- 4. No work shall be commenced until an application for building warrant has been submitted and approved.**
- 5. The applicant should be aware of the requirements of the Council's Environment and Regulatory Services in relation to waste collection from the site and should ensure adequate measures are provided on site to allow for the collection of waste.**
- 6. The findings and recommendations contained with the Bat Survey remain valid for a period of 18 months. If the approved planning permission is not implemented within 18 months of the date of the survey it is strongly recommended that an updated Bat Survey is undertaken prior to any works commencing. Failure to do so could potentially leave you open to prosecution should any bats be harmed as a result of the works. Please note that bats are protected by law, and it is a criminal offence to deliberately harm, capture, kill or disturb a bat or its resting place.**

7. Existing buildings and structures may contain nesting birds between 1st March and 31st August inclusive. The applicant is reminded that, under the Wildlife and Countryside Act 1981, as amended (section 1), it is an offence to remove, damage or destroy the nest of any wild bird while that nest is in use or being built. Planning permission for a development does not provide a defence against prosecution under this Act.
8. Trees and scrub are likely to contain nesting birds between 1st March and 31st August inclusive. Trees and scrub are present on the application site and are to be assumed to contain nesting birds between the above dates. The applicant is reminded that, under the Wildlife and Countryside Act 1981, as amended (Section 1), it is an offence to remove, damage or destroy the nest of any wild bird while that nest is in use or being built. Planning permission for a development does not provide a defence against prosecution under this Act.
9. Please consult the Street Naming and Numbering Officer, The Environment Service, Perth and Kinross Council, Pullar House, 35 Kinnoull Street, Perth PH1 5GD for a new postal address. The form is downloadable from [www.pkc.gov.uk](http://www.pkc.gov.uk) and should be returned to [snn@pkc.gov.uk](mailto:snn@pkc.gov.uk)
10. The applicant should be advised that in terms of Section 21 of the Roads (Scotland) Act 1984 they must obtain from the Council as Roads Authority consent to construct a new road prior to the commencement of roadworks. Advice on the disposal of surface water must be sought at the initial stages of design from Scottish Water and the Scottish Environment Protection Agency.
11. The applicant should be advised that in terms of Section 56 of the Roads (Scotland) Act 1984 they must obtain from the Council as Roads Authority consent to open an existing road or footway prior to the commencement of works.
12. Given the future residential use of the site, the structural integrity, health and condition of the trees forming the edge of the woodland is an issue, and as such they should be surveyed and their condition confirmed, and subject to our approval, remedial works undertaken if necessary.

First Amendment (Councillors R Watters and C Reid)

Defer consideration of the application for further information on the possibility of retaining the Category A Sycamore tree at the

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entrance from The Muirs, including removal of the 1 metre footpath and considering reducing the width of the junction.

Second Amendment (Councillors W Wilson and M Barnacle)

Refuse the application as it is contrary to:

1. Perth and Kinross Local Development Plan 2 (2019) Policies 1A and 1B(c), on the basis that the proposal constitutes overdevelopment of the site due to the lack of amenity space provided,
2. Perth and Kinross Local Development Plan 2 (2019), Policy 28A on the basis that the proposal does not preserve or and enhance the Kinross Conservation Area as it encroaches upon Market Park and impacts on its visual setting, and
3. Perth and Kinross Local Development Plan 2 (2019), Policy 40B on the basis that it has not been demonstrated that the loss of trees on the site is an exceptional case and unavoidable.

In terms of Standing Order 58 a roll call vote was taken.

4 members voted for the First Amendment as follows:  
Councillors H Anderson, R McCall, C Reid and R Watters.

3 members voted for the Second Amendment as follows:  
Councillors M Barnacle, C Purves and W Wilson.

5 members abstained from the vote as follows:  
Councillors B Brawn, E Drysdale, T Gray, D Illingworth, and I James.

The First Amendment became the substantive Amendment.

7 members voted for the Motion as follows:  
Councillors H Anderson, B Brawn, E Drysdale, T Gray, D Illingworth, I James and R McCall.

5 members voted for the Amendment as follows:  
Councillors M Barnacle, C Purves, C Reid, R Watters and W Wilson.

**Resolved:**

In accordance with the Motion.

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## **ENVIRONMENT AND INFRASTRUCTURE COMMITTEE**

Minute of meeting of the Environment and Infrastructure Committee held in the Council Chamber, 2 High Street, Perth on 22 January 2020 at 9.30am.

Present: Councillors A Forbes, K Baird, M Barnacle, S Donaldson, J Duff, T Gray (substituting for D Doogan), A Jarvis (from Art. 23), G Laing, R McCall, X McDade (from Art. 20 (substituting for A Bailey)), A Parrott, C Purves (substituting for C Stewart), C Reid, W Robertson and M Williamson.

In Attendance: B Renton, Executive Director (Housing and Environment); K McNamara, Depute Director (Housing and Environment); M Butterworth, A Clegg, S D'All, H Hope, C Haggart, and J Pritchard (all Housing and Environment); A Graham, P Marshall, L McLean, C Flynn and K Molley (Corporate and Democratic Services).

Also in Attendance: S Rimmer and G Sharkey (North Inch and Muirton Community Council).

Apologies: Councillors A Bailey and D Doogan.

Councillor A Forbes, Convener, Presiding.

The Convener led discussion on Arts. 15-19, 22-23 and 25-29 and the Vice-Convener led discussion on Arts. 20, 21 and 24.

### **15. WELCOME AND APOLOGIES**

Councillor A Forbes welcomed everyone to the meeting and apologies and substitutions were noted as above.

### **16. DECLARATIONS OF INTEREST**

In terms of Councillors' Code of Conduct:

- (i) Councillor A Forbes declared a non- financial interest in Arts. 20 and 21.
- (ii) Councillor S Donaldson declared a non-financial interest in Art. 22.
- (iii) Councillor C Purves declared a non-financial interest in Art. 20.
- (iv) Councillor G Laing declared a non-financial interest in Art. 27.

### **17. REQUEST FOR A DEPUTATION**

In terms of Standing Order 72, the Committee agreed that Mr S Rimmer and Ms G Sharkey, Members of the North Inch and Muirton Community Council, be allowed to address the Committee in relation to Art. 23.

### **18. MINUTE OF PREVIOUS MEETING**

The minute of the meeting of the Environment and Infrastructure Committee of 30 October 2019 (Arts. 533-555) was submitted and approved as a correct record and authorised for signature.

## **19. EVENTS STRATEGY**

There was submitted a report by the Head of Planning and Development (20/06) (1) introducing the new Perth and Kinross Council Events Strategy and; (2) seeking the Committee's approval for its adoption.

### **Resolved:**

- (i) The contents of report 20/06, be noted.
- (ii) The Perth and Kinross Events Strategy as detailed in Appendix 1 to report 20/06, be approved.

## **20. EVENT FUNDING APPLICATION – PERTH FESTIVAL OF THE ARTS**

There was submitted a report by the Head of Planning and Development (20/07) (1) outlining the funding application received from Perth Festival of the Arts to support the 2020 Festival and (2) recommending funding support, subject to the budget review process for both the 2020 and 2021 Festivals.

COUNCILLOR X MCDADE ENTERED THE MEETING AT THIS POINT.

### **Resolved:**

- (i) The performance in recent years of the Perth Festival of the Arts, be noted.
- (ii) £18,000 be awarded towards the 2020 Perth Festival of the Arts, subject to the 2020/21 budget review process.
- (iii) £25,000 be awarded towards the 2021 Perth Festival of the Arts to mark its 50<sup>th</sup> Anniversary year, subject to the 2021/22 budget review process.
- (iv) The Executive Director (Housing and Environment) agreed to discuss with Perth Festival of the Arts a more commercial focus going forward for their event.

## **21. STREET LIGHTING PARTNERSHIP AGREEMENT**

There was submitted a report by the Depute Director (Housing and Environment) (20/08) seeking approval to extend the existing Street Lighting Partnership with Dundee City Council and Tayside Contracts, and to incorporate Angus Council into the Partnership Agreement for the shared service delivery of street lighting.

### **Resolved:**

- (i) The contents of report 20/08, be noted.
- (ii) The new Street Lighting Partnership to include Angus Council through a 3 year Partnering Agreement to 31 March 2023, as detailed in Appendix 1 to Report 20/08, be approved.

## **22. PERTH LADE GREEN CORRIDOR MANAGEMENT PLAN 2020-25**

There was submitted a report by the Head of Environment and Consumer Services (20/09) seeking approval for the Perth Lade Green Corridor Management Plan 2020-25.

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**Resolved:**

- (i) The contents of Report 20/09, including the proposals outlined in paragraph 2.2 of Report 20/09, be approved.
- (ii) The Lade Management Plan, as set out in Appendix 1 to Report 20/09, be approved.

**23. PERTH CITY CAR PARKING**

There was submitted a report by the Depute Director (Housing and Environment) (20/10) (1) advising the Committee of the progress of an informal working group (consisting of elected members from the three Perth City wards and Council officers) investigating concerns about car parking in Perth city, particularly the residential and business areas surrounding the city centre; and (2) setting out the range of actions to address these concerns.

Mr S Rimmer and Ms G Sharkey addressed the Committee and answered questions from members before returning to the public gallery.

COUNCILLOR A JARVIS ENTERED THE MEETING AT THIS POINT.

Motion (Councillors A Forbes and A Parrott)

- (i) Measures raised to address concerns in sections 2.8, 2.9 and Appendix 2 of Report 20/10, be agreed.
- (ii) Wider community consultation on proposals to introduce parking bays, as detailed in Appendix 3 to Report 20/10, be agreed.

Amendment (Councillors G Laing and M Williamson)

It be agreed, to trial the Perth City Car Parking project on a much smaller scale than outlined in report 20/10.

THERE WAS A 5 MINUTE RECESS AND THE MEETING RECONVENED AT 11.20AM.

Councillor Laing, revised his amendment to agree to the recommendations contained in the report with the following proposals being added to the Motion:

- (iii) It be requested that Officers continually assess the range of actions outlined in report 20/10 over the 18-month period and report back to Committee after the first phase on the progress of this project.
- (iv) It be noted, that local-residents and members of the public will be given the opportunity to express their views on the Perth City Car Parking project throughout the extended consultation period.

Following advice from Officers and discussions with Councillors Laing and Williamson, Councillors Forbes and Parrott agreed to further amend their Motion.

**Resolved:**

- (i) **Measures raised to address concerns in sections 2.8, 2.9 and Appendix 2 of Report 20/10, be agreed.**
- (ii) **Wider community consultation on proposals to introduce parking areas, with the removal of private streets and those with double or single yellow lines, as detailed in Appendix 3 to Report 20/10, be agreed.**
- (iii) **It be noted that local residents and members of the public will be given the opportunity to express their views on the Perth City Car Parking project throughout the extended consultation period.**
- (iv) **It be requested that Officers continually assess the range of actions outlined in Report 20/10 over the 18-month period and report back to Committee after the first phase to determine future progress of this project.**

**24. STREET NAMING AND NUMBERING**

There was submitted a report by the Head of Planning and Development (20/11) proposing a new approach to street naming and numbering.

**Motion (Councillors K Baird and J Duff)**

**The proposed changes listed in report 20/11 to the street naming and numbering service to make it more customer focussed by creating a names bank to accelerate the process, be approved with the suggested amendment to Appendix 1 to Report 20/11:**

**In addition to the timescales, as detailed in Appendix 1 to Report 20/11, to add in, where necessary, a further 10 working days at the end of the process to give more time for consultation between local ward members and their residents.**

**Amendment (Councillors W Robertson and M Barnacle)**

To reject the proposed changes to the street naming and numbering service, as detailed in Report 20/11, and retain the original policy.

THERE WAS A 5 MINUTE RECESS AND THE MEETING RECONVENED AT 11.47AM.

In accordance with Standing Order 58, a roll call vote was taken.

13 members voted for the Motion as follows:

Councillors K Baird, S Donaldson, J Duff, A Forbes, T Gray, A Jarvis, G Laing, R McCall, X McDade, A Parrott, C Purves, C Reid and M Williamson.

2 members voted for the Amendment as follows:

Councillors M Barnacle and W Robertson.

**Resolved:**

In accordance with the Motion.

**25. PROPOSED ADDITIONAL GREEN ROUTES (WARDS 7, 8 & 9)**

There was submitted a report by the Head of Environment and Consumer Services (20/12) (1) discussing the success of the previously introduced Green Routes in promoting agreed roads for use by more sustainable transport modes; and (2) recommending that additional routes be promoted as 'Green Routes' (Wards 7, 8 & 9).

**Resolved**

- (i) The proposed routes, as detailed in Appendix 2 to Report 20/12, be taken forward as an addition to the Green Routes projects to be implemented in financial year 2020/21.
- (ii) The start of the legal process to promote the relevant Traffic Regulation Orders to vary the speed limits, as detailed in Appendix 2 to Report 20/12, be approved.

**26. PROPOSED VARIATION TO WAITING RESTRICTIONS, MAIN STREET, ABERNETHY**

There was submitted a report by the Head of Environment and Consumer Services (20/13) requesting the creation of a Traffic Management Order to introduce waiting restrictions on Main Street and School Wynd, Abernethy (Ward 9) to address the problems experienced by residents due to indiscriminate parking.

**Resolved:**

The promotion of a variation to the relevant Traffic Regulation Order to introduce No Waiting at Any Time waiting restrictions on Main Street and School Wynd, Abernethy, as described in Report 20/13, be approved.

**27. PROPOSED VARIATION TO WAITING RESTRICTIONS, BRIDGE STREET, DUNKELD**

There was submitted a report by the Head of Environment and Consumer Services (20/14) recommending a variation to the Dunkeld Traffic Management Order to vary the waiting restrictions on Bridge Street, Dunkeld (Ward 5) to introduce a disabled parking bay.

**Resolved:**

The promotion of a variation to the relevant Traffic Regulation Order to introduce a disabled parking bay on Bridge Street, Dunkeld, as shown in Appendix 1 to report 20/14, be approved.

**28. PROPOSED TAXI RANK CLEARWAY CHAPEL STREET, ABERFELDY (WARD 4) AND GLENEAGLES RAILWAY STATION, GLENEAGLES (WARD 7)**

There was submitted a report by the Head of Environment and Consumer Services (20/15) outlining the problems experienced at both Chapel Street, Aberfeldy and Gleneagles Railway Station; and (2) recommending a variation to the Taxi Rank Clearway Order to introduce a taxi rank on Chapel Street, Aberfeldy (Ward 4) and to

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allow the existing taxi rank to be enforced at Gleneagles Railway Station, Gleneagles (Ward 7).

**Resolved:**

The promotion of a variation to the relevant Traffic Regulation Order to introduce Taxi Rank Clearway restrictions on Chapel Street, Aberfeldy and at Gleneagles Railway Station, Gleneagles, as described in Appendix 1 and 2 to Report 20/15, be approved.

**29. AMENDMENTS TO THE LISTS OF PUBLIC ROADS**

There was submitted a report by the Head of Planning and Development (20/16) recommending that the List of Public Roads be updated to take account of the amendments detailed in this report.

**Resolved:**

The amendments to the List of Public Roads, as detailed in Appendix 1 to Report 20/16, be approved.

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## **LIFELONG LEARNING COMMITTEE**

Minute of meeting of the Lifelong Learning Committee held in the Council Chamber, 2 High Street, Perth on Wednesday 22 January 2020 at 1.30pm.

Present: Councillors C Shiers, J Duff, H Anderson, K Baird, A Forbes, X McDade, T McEwan, B Pover, C Purves, J Rebbeck, C Reid, F Sarwar and L Simpson; Mr A Charlton, Mr A Ferguson, Mr M Gowrie and Mrs A McAuley.

In attendance: Councillor Laing, Councillor Williamson (up to and including Art. 35); S Devlin, Executive Director (Education and Children's Services); J Pepper, G Boland, J Devine, S Johnston, E Paul, H Robertson, D Macleod, G Doogan, K Robertson and C Taylor (all Education and Children's Services); P Marshall and S Nicoll (Housing and Environment); A O'Brien, S Rodger, C Flynn and L Brown (all Corporate and Democratic Services); C Etri (Perth College UHI).

Apologies for absence: Mr J Bell, Mrs P Giles, Mr D McBride and Mrs C Weston.

The Convener led discussion on Arts. 30-34, 36-37 and 39-40 and Vice-Convener Duff on Arts. 35 and 38.

Councillor C Shiers, Convener, Presiding.

### **30. WELCOME AND APOLOGIES**

The Convener welcomed all those present to the meeting. Apologies for absence were noted as above.

### **31. DECLARATIONS OF INTEREST**

Mr A Charlton declared a non-financial interest in Art. 35.

### **32. REQUESTS FOR DEPUTATIONS TO BE HEARD**

In terms of Standing Order 72 the Committee agreed to hear a joint deputation from Ms Laurie and Ms Hurley of Breadalbane Academy Parent Council in relation to Art. 35.

The Committee agreed to hear the deputation and to vary the order of business to hear from Ms Laurie and Ms Hurley immediately before Art. 35.

### **33. MINUTES**

#### **(i) Lifelong Learning Committee**

The minute of meeting of the Lifelong Learning Committee of 6 November 2019 (Arts. 556-563) was submitted, approved as a correct record and authorised for signature.

**(ii) Joint Negotiating Committee for Teaching Staff**

The minute of meeting of the Joint Negotiating Committee for Teaching Staff of 17 September 2019 was submitted and noted. (**Appendix I**)

**34. MINUTE OF MEETING OF THE CHILDREN YOUNG PEOPLE AND FAMILIES PARTNERSHIP OF 20 SEPTEMBER 2019**

The minute of meeting of the Children, Young People and Families Partnership of 20 September 2019 was submitted and noted.

**35. HIGHLAND PERTSHIRE LEARNING PARTNERSHIP**

There was submitted a report by the Executive Director (Education and Children's Services) (20/17) providing an update on the work of the steering group, formed to progress the Highland Perthshire Learning Partnership (HPLP).

In terms of Standing Order 72 Ms Laurie and Ms Hurley of Breadalbane Academy Parent Council addressed the Committee. Following their representation they withdrew to the public benches.

**Resolved:**

- (i) The Executive Director (Education and Children's Services) be requested to progress the plans outlined in Report 20/17 with Breadalbane Academy and Pitlochry High School Senior Leadership Teams, Perth College UHI, young people, parents/carers and the wider community.
- (ii) The Executive Director (Education and Children's Services) be requested to report back on progress of the action plan to the Lifelong Learning Committee in January 2021.

**36. SCHOOL ESTATE TRANSFORMATION PROGRAMME – STRATEGIC SITES NORTH WEST/NORTH PERTH OPTIONS APPRAISAL**

There was submitted a report by the Executive Director (Education and Children's Services) (20/18) outlining a number of options for accommodating primary pupils from the strategic sites being progressed to the north/north west of Perth.

Motion (Councillors Shiers and Duff)

The Committee:

- (i) Approves the proposal to build a new primary school to provide capacity for pupils from the strategic sites being progressed to the north/north west of Perth.
- (ii) Approves Bertha Park as the preferred location for a new primary school.
- (iii) Agrees that options appraisals, which includes informal consultation, are undertaken in relation to both the catchment for a new school and the future of Ruthvenfield Primary School.



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- (iv) Requests the Executive Director (Education and Children's Services) to submit the findings of the options appraisals to Lifelong Learning Committee in November 2020 or as soon as possible thereafter.

Amendment (Councillors McDade and Rebbeck)

The Committee:

- (i) Approves the proposal to build a new primary school to provide capacity for pupils from the strategic sites being progressed to the north/north west of Perth.
- (ii) Approves Bertha Park as the preferred location for a new primary school.
- (iii) Agrees that options appraisals, which include informal consultation, are undertaken in relation to both the catchment for a new school and the future of Ruthvenfield Primary School.
- (iv) Agrees that the establishment of a new primary school at Bertha Park should not necessarily be predicated on the closure of any neighbouring rural schools and asks that options that keep these schools open are considered as part of the catchment options appraisal.
- (v) Requests the Executive Director (Education and Children's Services) to submit the findings of the options appraisals to the Lifelong Learning Committee in November 2020 or as soon as possible thereafter.

THE COMMITTEE ADJOURNED AT 2.35PM.

THE COMMITTEE RECONVENED AT 2.44PM.

Councillors McDade and Rebbeck agreed to the revision of paragraph (iv) of their Amendment as detailed below and further agreed that it be incorporated into the Motion.

- (iv) Agrees that the establishment of a new primary school at Bertha Park, referred to at paragraph (i), should not necessarily be predicated on the closure of any neighbouring rural schools and asks that options that keep these schools open are considered as part of the options appraisals.

**Resolved:**

- (i) Agrees that the proposal to build a new primary school to provide capacity for pupils from the strategic sites being progressed to the north/north west of Perth be approved.
- (ii) Approves Bertha Park as the preferred location for a new primary school.
- (iii) Agrees that options appraisals, which includes informal consultation, are undertaken in relation to both the catchment for a new school and the future of Ruthvenfield Primary School.
- (iv) Agrees that the establishment of a new primary school at Bertha Park, referred to at paragraph (i), should not necessarily be predicated on the closure of any neighbouring rural schools and asks that options that keep these schools open are considered as part of the options appraisals.
- (v) Requests the Executive Director (Education and Children's Services) to submit the findings of the options appraisals to Lifelong Learning Committee in November 2020 or as soon as possible thereafter.

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**37. TAYSIDE REGIONAL IMPROVEMENT COLLABORATIVE (TRIC)  
PROGRESS UPDATE**

There was submitted a report by the Executive Director (Education and Children's Services) (20/19) providing the annual update on the progress made in year two by the Tayside Regional Improvement Collaborative in delivery the aims of the joint Children's Services Plan: *The Tayside Plan for Children, Young People and Families 2017-20*.

**Resolved:**

- (i) The progress made in in the past year be noted.
- (ii) The Executive Director (Education and Children's Services) be requested to bring a progress report back to the Lifelong Learning Committee in January 2021.

**38. SCHOOL TERMS AND HOLIDAY DATES 2021/2022 AND 2022/2023**

There was submitted a report by the Executive Director (Education and Children's Services) (20/20) requesting approval of the scheme of dates for School Terms and Holiday Dates for Sessions 2021/2022 and 2022/2023.

**Resolved:**

- (i) The proposed schemes as the dates of school terms and holidays for sessions 2021/2022 and 2022/2023 as detailed in Report 20/20 and the appendices thereto, be approved.
- (ii) The proposals for school closure days for In-Service and Occasional Holidays as detailed in Report 20/20 and the appendices thereto, be approved.
- (iii) The proposals for additional closure days for schools, where necessary, be approved.

**39. LIFELONG LEARNING COMMITTEE – NON-COUNCIL MEMBERS**

**Resolved:**

- (i) It be noted that Professor Teresa Moran has replaced Canon Thomas Shields as the Roman Catholic Church representative on the Lifelong Learning Committee.
- (ii) It be noted that the appointment is in a non-voting capacity, as reflected in paragraph 8.1 of the Council's Scheme of Administration

**40. VALEDICTORY**

The Convener expressed her thanks to Canon Tom Shields for his contribution to the Committee. The interest he had shown in the work of the Committee over the previous few months had been greatly appreciated.

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**JOINT NEGOTIATING COMMITTEE FOR TEACHING STAFF**

Minute of meeting of the Joint Negotiating Committee for Teaching Staff (JNCT) held in the Council Chambers, Ground Floor, Council Building, 2 High Street, Perth on Tuesday 17 September 2019 at 2.30pm.

**Present:** **Representing Perth and Kinross Council**  
Councillors J Duff and J Rebbeck; S Devlin, M Donaghy, G Doogan, S Hagney and S Johnston (all Education and Children's Services) and P Johnstone (Corporate & Democratic Services).

**Representing Teachers' Associations**  
E Campbell, L Gibb, L-J Grant, M Laurie, M Swan and C Weston (all EIS); M Mackie (SSTA) and S Topen-Cooper (NASUWT).

**In Attendance:** A McAuley, Joint Secretary (Trade Unions); C Flynn and C Irons (for Joint Secretary, Management).

**Apologies:** Councillor C Shiers; D MacLeod (Management side); C Rose and T Summers (Teachers' side).

Councillor J Duff, Convener, Presiding.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted and noted as above.

**2. DECLARATIONS OF INTEREST (ELECTED MEMBERS ONLY)**

There were no declarations of interest made in terms of the Councillors' Code of Conduct.

**3. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Joint Negotiating Committee for Teaching Staff of 18 June 2019 was submitted and approved as a correct record.

**4. MATTERS ARISING**

**(i) Annual Review of Membership (Item 5)**

A McAuley advised that there were three new members representing the Teachers' Associations - Laura-Jane Grant, Lianne Gibb and Teresa Summers.

C Flynn advised that Gill Doogan had replaced Roger Hill as a Management representative.

**(ii) Health and Wellbeing Implementation Plan (Item 7(i))**

P Johnstone advised that the implementation date for the new procedures was 1 October 2019. Consultation with unions was ongoing and training/support would be arranged for managers. The new Health and Wellbeing Framework promotes a positive wellbeing culture and encourages a flexible person-based approach to attendance.

**(iii) Short Life Working Group Update (Item 9)**

S Johnston advised the next meeting of the Working Group had been arranged for 19 September 2019 when the parameters of the Group would be set, ensuring that violence and aggression incidents were being correctly recorded. S Johnston added that the violence and aggression policy and guidelines would be updated; an action plan developed and training and support provided for staff.

S Topen-Cooper stated it was important for practising teachers to be part of the review.

S Johnston agreed it may be necessary to have sub-groups to suit teaching staff.

**(iv) Education Plan/BMIP (Item 10)**

S Johnston confirmed that progress had been made with School Improvement Plans and schools would be contacted in the next two weeks. It was intended that the Plans would be linked with attainment.

In response to a question from S Topen-Cooper, G Doogan confirmed that Quality Improvement Officers look at the Plans to ensure that actions were achievable and the priorities match with the views of the Head Teacher and the Management Team and following discussion actions or timescales may need to be amended.

S Devlin stated that it was the responsibility of staff to ensure that this happens at school level.

**(v) Working Time Agreements (Item 11)**

C Weston advised the Working Time Agreements Monitoring Process would now be submitted to this Committee on 3 December 2019.

S Johnston suggested that after the monitoring process had been submitted to this Committee, it be introduced for a trial period before its introduction.

**(vi) Bertha Park High School (Item 13)**

It was noted that this Committee would be updated on future staffing going forward as the school becomes fully occupied, however, as the school was now open to pupils it was no longer necessary to have as a standing item on the agenda.

It was suggested that S Clyde, Head Teacher, be invited to a future JNC to provide an update.

**5. ROLE OF COMMITTEES**

It was noted that a short life working group was to be established to review the remits of the Joint Negotiating Committee for Teaching Staff, the Employees Joint Consultative Committee and the Health, Safety and Wellbeing Consultative Committee to modernise approaches, rationalise capacity and avoid duplication.

The Committee agreed

- (i) A short life working group would be established, be noted.
- (ii) The Chair and Vice-Chair of this Committee be appointed to the working group.

**6. ADDITIONAL IN-SERVICE DAYS FOR SESSION 2019-20**

There was submitted a briefing note by the Executive Director (Education & Children's Services) (G/19/151) providing an update on two additional in-service days in the academic year 2019-20 and proposals on their use in schools.

The Committee agreed

- (i) The briefing note proposals for the two additional in-service days, be noted.
- (ii) A report be submitted to this Committee in March 2020 to confirm arrangements for the in-service day on 22 May 2020.

**7. INCLUSION REVIEW**

S Johnston gave an update on the inclusion review being undertaken.

S Johnston added that consultation with staff and parents had closed yesterday and responses would now be analysed.

Consultation would also be carried out with Councillors.

The Committee noted the position.

**8. PROVISIONAL MEETING DATES FOR 2020**

The following meeting dates were agreed for 2020:

17 March; 16 June; 22 September and 8 December.

**9. ANY OTHER COMPETENT BUSINESS**

**(i) Employee and Consultation Events**

S Topen-Cooper referred to the Inside News Bulletin issued on 13 September 2019 which stated employee and consultation events would replace the annual employee survey and expressed concern that the survey was not to take place.

P Johnstone confirmed the survey was not going ahead and the Organisation and Development Team were dealing with a new consultation process linked to Think Yes and the Perth and Kinross Offer.

S Topen-Cooper stated the consultation events were during the school day and therefore not suitable for teachers.

S Devlin advised she would discuss this with the Organisation and Development Team and ensure there were opportunities for engagement with teachers.

**10. DATE OF NEXT MEETING**

3 December 2019 at 2.30pm.

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## **HOUSING AND COMMUNITIES COMMITTEE**

Minute of meeting of the Housing and Communities Committee held in the Council Chambers, 2 High Street, Perth on Wednesday 29 January 2020 at 9.30am.

Present: Councillors B Brawn, C Ahern, A Bailey, P Barrett, T Gray, D Illingworth, A Jarvis, G Laing (substituting for E Drysdale), R McCall (substituting for C Shiers), S McCole, T McEwen, B Pover and R Watters.

In Attendance: B Renton, Executive Director (Housing and Environment); C Mailer, M Dow (up to and including Art. 48), S Coyle, J McColl, E Ritchie (from Art. 46), S Watson and C Cranmer (up to and including Art. 46) (all Housing and Environment); C Flynn, A Taylor and L Haxton (up to and including Art. 45) (all Corporate and Democratic Services).

Also in Attendance: Chief Inspector I Scott (Police Scotland) (up to and including Art. 44); Area Manager G Pryde, Group Manager B McLintock and Station Manager D Anderson (all Scottish Fire and Rescue Service) (both up to and including Art. 44); and C Stewart (Tenants' Representative).

Apologies: Councillor E Drysdale and C Shiers.

Councillor Brawn, Convener, Presiding.

The Convener led the discussion for Arts. 41-43 and 47-52, and the Vice-Convener for Arts. 44-46.

### **41. WELCOME AND APOLOGIES**

The Convener welcomed all those present to the meeting. Apologies for absence and substitutes were noted as above.

### **42. DECLARATIONS OF INTEREST**

Councillors C Ahern and S McCole both declared a Non-Financial interest in Art. 46.

### **43. MINUTE OF THE MEETING OF THE HOUSING AND COMMUNITIES COMMITTEE OF 30 OCTOBER 2019 FOR APPROVAL AND SIGNATURE**

The minute of the meeting of the Housing and Communities Committee of 30 October 2019 (Arts. 521-532) was submitted, approved as a correct record and authorised for signature.

**44. POLICE AND FIRE REFORM: LOCAL SCRUTINY AND ENGAGEMENT**

**(i) Scottish Fire and Rescue Service – Interim Activity Report**

The Committee received a joint verbal report from Area Manager G Pryde and Group Manager B McLintock of the Scottish Fire and Rescue Service (SFRS) providing an update on the activity within the Perth and Kinross area covering the interim period 1 December 2019 to 5 January 2020.

In response to a query from Councillor McEwen on the team approach by Perth and Kinross Council and Partners in relation to the recent fires at the Pomarium Flats in Perth, Group Manager McLintock confirmed that a number of home safety/reassurance visits have been carried out on properties within the block, he further stated that SFRS attended recently held public meeting along with officers from Housing and Community Police. C Mair further commented that a full on-site joint inspection of the flats was carried out with members of the Locality Housing Teams, representatives from SFRS and members of the Housing Improvements Team to help identify the immediate actions required to reinstate the building and to identify any improvement actions. She further stated that since the fires, a number of actions had been undertaken, sprinkler systems have been installed in the two bin rooms, extra work to the fire access gates, a complete clear-out of the cellars, enhanced CCTV, enhanced security and additional caretaking service at the flats.

Councillor Gray referred to the reduction in unwanted fire alarm signals (UFAS) down from 187 to 101 in the period and queried if there was an attributable cost to SFRS for dealing with these false alarms. In response Area Manager Pryde confirmed one of the key reasons for the reduction was due to the preventative action plan currently in place to work with partners / owners of buildings to bring these UFAS down whilst not increasing the risk. He further stated this is an ongoing process and the target is to decrease the number of UFAS calls by 15% over the next three years.

In response to a question from Councillor Laing on how many of the 101 UFAS were malicious and how many were attributable to faulty systems. In response Group Manager McLintock confirmed these are broken down into four separate areas, faulty equipment, false alarms, good intent and UFAS, commercial properties accounted for 55% of the 101 callouts and of these six were malicious calls and fifteen were 'good intent'.

**Resolved:**

The interim update on operational and community safety engagement activities of the Scottish Fire and Rescue Service in the Perth and Kinross area be noted.



**(ii) Perth and Kinross Local Policing Area – Interim Activity Report**

The Committee received a verbal report from by Chief Inspector I Scott, Police Scotland 'D' Division (Tayside) providing an interim update on local policing activity in the Perth and Kinross area for the period 1 December 2019 to 5 January 2020.

Councillor McCole referred to the number of breath tests carried out over the festive period by Road Policing Units and queried whether these were primarily for alcohol use or a mixture of both alcohol and drug use. In response Chief Inspector Scott confirmed that it was a mixture of both, but that alcohol remained the greater proportion of failed breath tests.

Councillor Barrett referred to the appearance of posters in the city centre in December and the subsequent investigations of possible hate crime activity and queried whether any positive lines of enquiry had been established to help detect any individuals. In response Chief Inspector Scott advised that this type of activity was not classed as a hate crime and subsequently had not been investigated as one. He stated that this was more of a community concern incident and confirmed that despite extensive investigation using CCTV, no individual had been identified.

**Resolved:**

The interim update on performance of Police Scotland against the local policing priorities for the Perth and Kinross area be noted.

CHIEF INSPECTOR I SCOTT, AREA MANAGER G PRYDE AND GROUP MANAGER B MCLINTOCK ALL LEFT THE MEETING AT THIS POINT.

**45. COMMUNITY PLANNING PARTNERSHIP UPDATE**

There was submitted and noted a report by the Depute Chief Executive, Chief Operating Officer (20/27) providing an update on progress with Community Planning priorities since the last update on 30 October 2019.

L HAXTON LEFT THE MEETING AT THIS POINT.

**46. PERTH AND KINROSS COMMUNITY JUSTICE PARTNERSHIP ANNUAL REPORT 2018/19**

There was submitted a report by the Executive Director (Education and Children's Services) (20/28) introducing the Perth and Kinross Community Justice Partnership Annual Report 2018-19 which has been submitted to Community Justice Scotland.

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**Resolved:**

The approach being undertaken by Perth and Kinross Council in respect of the Perth and Kinross Community Justice Partnership and the contents of the 2018-19 annual report as detailed in Appendix 1 to report 20/28, be noted.

C CRANMER LEFT THE MEETING AT THIS POINT.

**47. HOUSING REVENUE ACCOUNT (HRA) STRATEGIC FINANCIAL PLAN INCORPORATING THE 5-YEAR CAPITAL INVESTMENT PROGRAMME AND RENT STRATEGY TO 2024/25, RESERVES STRATEGY AND OTHER HOUSING CHARGES 2020/21**

There was submitted a joint report by the Executive Director (Housing and Environment) and the Head of Finance (20/29) (1) setting out the proposed Housing Revenue Account (HRA) Budget for five years from 2020/21 to 2024/25;(2) recommending increases to rents for houses and other HRA property service charges, and an appropriate level of reserves; and (3) detailing the proposed budget for the next five years of the Capital Investment Programme totalling £69.4 million from 2020/21 to 2024/25.

**Resolved:**

- (i) The Housing Revenue Account Budget for 2020/21 and provisional budgets for financial years 2021/22 to 2024/25, as set out in Appendix 1 to Report 20/29, be approved.
- (ii) The proposed Housing Revenue Account Capital Investment Programme for 2021/22 to 2024/25, as set out in Appendix 4 to Report 20/29, be approved.
- (iii) The Rent Strategy for 2020/21 and a provisional Rent Strategy for the following 4 years to 2024/25, as detailed in Section 6 of Report 20/29, be approved.
- (iv) The 3.5% rent increase for the year commencing 6 April 2020 for all Council houses be approved, meaning the average weekly rent would be £71.22 per week based on 52 weeks.
- (v) The rent increase of 3.5% for the year commencing 6 April 2020 be approved for:
  - All lock-ups
  - All garage sites
  - Chalets and stances for travelling people at Double Dykes and Bobbin Mill
  - Dispersed tenancies owned by the HRA
  - Greyfriars Hostel
- (vi) The Housing Revenue Account Reserves Strategy, as proposed in Section 7 of Report 20/29, be approved.
- (vii) The proposal to set Housing service charges from 6 April 2020, as stated in Section 10 of Report 20/29, be approved.
- (viii) Endorse and approve, where necessary, the revised level of all housing related charges, as detailed in Appendix 6 to Report 20/29.
- (ix) The progress made to date in delivering and maintaining the Scottish Housing Quality Standard (SHQS) for improving and managing the housing stock, as

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set out in Section 4 of Report 20/29, and the related business cases, be endorsed.

**48. RENT ARREARS AND UNIVERSAL CREDIT MANAGEMENT REPORT**

There was submitted a report by the Head of Housing (20/30) (1) providing an overview of actions taken to manage rent arrears and understand issues around Universal Credits; and (2) outlining the support provided to tenants who fall into arrears.

**Resolved:**

The contents of Report 20/30 be approved.

M DOW LEFT THE MEETING AT THIS POINT.

FOLLOWING A SHORT ADJOURNMENT THE COMMITTEE RECONVENED AT 11.45AM.

**49. COMMON REPAIRS POLICY - REVIEW AND UPDATE**

There was submitted a report by the Head of Housing (20/31) seeking approval for the revised Common Repairs Policy.

**Resolved:**

- (i) The contents of Report 20/31 be noted.
- (ii) The amendments to the Common Repairs Policy, as attached in Appendix 2 to Report 20/31, be approved.

**50. RECHARGEABLE REPAIRS POLICY - REVIEW AND UPDATE**

There was submitted a report by the Head of Housing (20/32) seeking approval for the revised Rechargeable Repairs Policy.

**Resolved:**

- (i) The contents of Report 20/32 be noted.
- (ii) The amendments to the Rechargeable Repairs Policy, as attached in Appendix 2 to Report 20/32, be approved.

**51. REVISED SCHEME OF ASSISTANCE FOR PRIVATE SECTOR HOUSING**

There was submitted a report by the Head of Housing (20/33) seeking approval for a revised Scheme of Assistance which supports people in the private sector to maintain, repair or adapt their own property.

**Resolved:**

- (i) The revised Scheme of Assistance, as detailed in Appendix 2 to Report 20/33, be approved.
- (ii) The Executive Director (Housing and Environment) be delegated the authority to amend the Scheme of Assistance in relation to the delivery of Care and

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Repair Services following the tendering process scheduled to take place in early 2020.

- (iii) It be approved that future reviews of the Scheme of Assistance will be in line with the Local Housing Strategy review schedule, unless legislative changes dictate an earlier requirement.

**52. HOME FIRST (RAPID REHOUSING TRANSITION PLAN) - UPDATE**

There was submitted a report by the Head of Housing (20/34) providing an update on feedback from the Scottish Government on funding arrangements and progress with the implementation of the Rapid Rehousing Transition Plan.

**Resolved:**

- (i) The feedback from the Scottish Government and the revisions to the Rapid Rehousing Transition Plan, as detailed in Appendix 1 to Report 20/34, be noted.
- (ii) The progress to date and the further improvement in the outcomes for homeless people, as detailed in Appendix 2 to Report 20/34, be noted.
- (iii) It be approved that the Rapid Rehousing Transition Plan will become part of the suite of strategic documents forming the Local Housing Strategy 2016-2021 and that further updates on progress will be provided to Committee as part of the wider Local Housing Strategy progress reporting arrangements.

**53. SCOTTISH FIRE AND RESCUE SERVICE – OPERATIONAL UPDATE FOR PERTH AND KINROSS**

Scottish Fire and Rescue Service (SFRS) had no operational update to report.

**54. POLICE SCOTLAND – OPERATIONAL UPDATE FROM PERTH AND KINROSS**

Police Scotland had no operational update to report.

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## STRATEGIC POLICY AND RESOURCES COMMITTEE

Minute of meeting of the Strategic Policy and Resources Committee held in the Council Chamber, Council Building, 2 High Street, Perth on Wednesday 29 January 2020 at 1.30pm.

Present: Councillors M Lyle, J Duff, C Ahern, H Anderson (substituting for B Band), A Bailey, M Barnacle (substituting for C Stewart), P Barrett, S Donaldson, D Illingworth (substituting for C Shiers), A Jarvis (substituting for A Forbes), G Laing, R McCall, S McCole, T McEwan (substituting for D Doogan) and A Parrott.

In Attendance: K Reid, Chief Executive; G Fogg, S Mackenzie, L Simpson, S Walker (up to Art. 60) and C Irons (all Corporate and Democratic Services); S Devlin and G Boland (both Education and Children's Services); B Renton, F Crofts, P Marshall and B Murray (all Housing and Environment) and J Smith (Perth and Kinross Health and Social Care Partnership) (up to Art. 59)

Apologies: Councillors Band, Doogan, Forbes and Shiers.

Councillor M Lyle, Convener, Presiding.

### 55. WELCOME AND APOLOGIES

The Convener welcomed all those present to the meeting. Apologies and substitutions were noted as above.

### 56. DECLARATIONS OF INTEREST

There were no declarations of interest in terms of the Councillors' Code of Conduct.

### 57. MINUTES OF PREVIOUS MEETINGS

#### (i) Strategic Policy and Resources Committee

The minute of meeting of the Strategic Policy and Resources Committee of 27 November 2019 (Arts.589-598) was submitted, approved as a correct record and authorised for signature.

#### (ii) Appeals Sub-Committee

The minute of meetings of the Appeals Sub-Committee of 14 and 25 November 2019 was submitted and noted. (*Appendix I*)

#### (iii) Employees Joint Consultative Committee

The minute of meeting of the Employees Joint Consultative Committee of 26 September 2019 was submitted and noted. (*Appendix II*)

**(iv) Corporate Health, Safety and Wellbeing Consultative Committee**

The minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 9 September 2019 was submitted and noted. **(Appendix III)**

**(v) Tay Cities Region Joint Committee**

The minute of meeting of the Tay Cities Region Joint Committee of 20 September 2019 was submitted and noted. **(Appendix IV)**

**(vi) Perth and Kinross Integration Joint Board**

The minute of meeting of the Perth and Kinross Integration Joint Board of 6 November 2019 was submitted and noted. **(Appendix V)**

It was noted the subsequent meeting on 17 December 2019, changed the Board's meeting date from 4 March 2020 to 12 February 2020.

**58. REVENUE BUDGET 2019/20 – MONITORING REPORT NUMBER 3**

There was submitted a report by the Head of Finance (20/22) providing an update on (1) progress with the 2019/20 General Fund Revenue Budget based upon the October 2019 ledger, updated for any subsequent known material movements and (2) the projected financial position of the Housing Revenue Account.

**Resolved:**

- (i) The contents of Report 20/22, be noted.
- (ii) The adjustments to the 2019/20 Management Revenue Budget detailed in Appendices 1 to 4 and section 2 and 3 of Report 20/22, be approved.
- (iii) The 2019/20 service virements, as summarised in Appendices 2 and 6 to Report 20/22, be approved.
- (iv) The Health and Social Care projected outturn, as summarised in sections 3.1 to 3.4 and Appendix 5 to Report 20/22, be noted.
- (v) The Housing Revenue Account projected outturn, as summarised in section 4 and Appendix 6 to Report 20/22, be noted.
- (vi) An interim update on the PH2O project be provided to the Budget Review Groups prior to the budget meeting on 4 March 2020.

**59. COMPOSITE CAPITAL BUDGET 2019/29 AND HOUSING INVESTMENT PROGRAMME 2019/24 – MONITORING REPORT NUMBER 3**

There was submitted a report by the Head of Finance (20/23), providing a summary position to date for the 10 year Composite Capital Programme for 2019/20 to 2028/29 and the 5 year Housing Investment Programme 2019/20 to 2023/24 and seeking approval for adjustments to the programmes.

**Resolved:**

- (i) The contents of Report 20/23, be noted.

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- (ii) The proposed budget adjustments to the 10 year Composite Capital Budget 2019/20 to 2028/29, as set out in sections 2 and 3 of and summarised at Appendices I and II to Report 20/23, be approved.
- (iii) The proposed budget adjustments to the Housing Investment Programme Budget 2019/20 to 2023/24 set out in section 4 and summarised at Appendix III to Report 20/23, be approved.

**60. LOCAL DEVELOPMENT PLAN 2: DELIVERY PROGRAMME 2019-2029**

There was submitted a report by the Depute Chief Executive, Chief Operating Officer (20/24) highlighting the changes to the Delivery Programme from the previous version published in December 2017.

**Resolved:**

- (i) The Delivery Programme attached as Appendix 1 to Report 20/24, be approved.
- (ii) The Depute Chief Executive, Chief Operating Officer be instructed to publish and submit the Delivery Programme to the Scottish Ministers.
- (iii) The Depute Chief Executive, Chief Operating Officer be instructed to report back to this Committee on progress with delivery strategies and the next Delivery Programme by early 2021.

THERE FOLLOWED A RECESS AND THE MEETING RECONVENED AT 2.15PM.

**61. UPDATE ON PROGRESS WITH THE PREPARATION OF SUPPLEMENTARY GUIDANCE TO SUPPORT THE LOCAL DEVELOPMENT PLAN**

There was submitted a report by the Depute Chief Executive, Chief Operating Officer (20/25) on the supplementary guidance to support the Local Development Plan (1) providing a summary of the comments received on the various pieces of supplementary guidance published for consultation in 2019 and (2) seeking approval for the proposed programme and priorities for preparing the remaining supplementary guidance and non-statutory guidance.

**Motion (Councillors M Lyle and C Ahern)**

- (i) **The Supplementary Guidance attached as appendices 3 to 11 to Report 20/25, be approved as key policy documents to support the Local Development Plan 2.**
- (ii) **It be remitted to the Depute Chief Executive, Chief Operating Officer to finalise the supplementary guidance and to submit it to Scottish Ministers, be approved.**
- (iii) **The work programme for 2020/21, attached as Appendix 2 to Report 20/25, be approved.**
- (iv) **The Depute Chief Executive, Chief Operating Officer be requested to report annually to this Committee on progress with the preparation of guidance to support the Local Development Plan.**

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- (v) Authority be delegated to the Depute Chief Executive, Chief Operating Officer to approve non-statutory guidance where only minor technical changes were required.**

Amendment 1 (Councillors M Barnacle and T McEwan)

- (i) The Supplementary Guidance attached as appendices 3 to 11 to Report 20/25, be approved as key policy documents to support the Local Development Plan 2.
- (ii) It be remitted to the Depute Chief Executive, Chief Operating Officer to finalise the supplementary guidance and to submit it to Scottish Ministers, be approved.
- (iii) Remit to the Depute Chief Executive, Chief Operating Officer to review and report back to the next meeting of this Committee, the work programme for 2020/21, to incorporate a comprehensive review of the Landscape Supplementary Guidance.
- (iv) The Depute Chief Executive, Chief Operating Officer be requested to report annually to this Committee on progress with the preparation of guidance to support the Local Development Plan.
- (v) Authority be delegated to the Depute Chief Executive, Chief Operating Officer to approve non-statutory guidance where only minor technical changes were required.

Amendment 2 (Councillors R McCall and J Duff)

Agrees recommendations (i) to (v) of Report 20/25 and add the following recommendation:

- (i) Insert on page 14 after the second paragraph of the section entitled 'New house to support existing business' of Appendix 5 on Housing in the Countryside – In relation to farming and any other rural business, an additional house may also be permitted to allow for the passing of a rural business from one generation to the next. Evidence must be submitted, in the form of a business appraisal, which demonstrates that the business is financially sound and economically viable, that it supports at least one full-time permanent worker, that a new house is essential in order to allow passing of the business to the next generation and that the business has been managed by the current generation for at least the previous ten years. Given that the occupancy of the house cannot be restricted only one additional house will generally be considered per business, unless the business appraisal demonstrates a need for more than one.

It was agreed the requirement of Standing Order 57 would be suspended to allow the two unrelated amendments to the Supplementary Guidance to be voted on their individual merits.

In terms of Standing Order 58 a Roll Call vote was taken in respect of Amendment 1.



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8 members voted for the Motion as follows:

Councillors C Ahern, H Anderson, J Duff, D Illingworth, A Jarvis, M Lyle, R McCall and A Parrott.

7 members voted for the Amendment as follows:

Councillors A Bailey, M Barnacle, P Barrett, S Donaldson, G Laing, S McCole and T McEwan.

THERE FOLLOWED A RECESS AND THE MEETING RECONVENED AT 3.00PM.

Councillors McCall and Duff agreed to withdraw Amendment 2.

**Resolved:**

In accordance with the Motion.

**62. TRANSFORMATION PROGRAMME 2015-2020**

There was submitted a report by the Executive Director (Housing and Environment) (20/26) providing (1) an update on phase four of the Transformation Programme; and (2) providing an overview of progress on the current projects.

K Reid confirmed this would be the last Transformation report to this Committee as any outstanding projects would be incorporated into mainstream work activities in the relevant services and managed by individual project boards and the Strategic Investment and Improvement Board.

**Resolved:**

The progress related to the Transformation Programme, as detailed in Report 20/26, be noted.

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## **APPEALS SUB-COMMITTEE**

Minute of meeting of the Appeals Sub-Committee held on Monday 14 November 2019 and reconvened on Monday 25 November 2019 in Room 415, Fourth Floor, Council Building, 2 High Street, Perth.

Present: Councillors C Ahern, A Parrott and W Wilson.

In Attendance: Appellant; Appellant's Representative (J Cunningham, GMB); Service's Representative (J Heggie, Human Resources); and M McLaren, Legal and Governance.

### **1. APPOINTMENT OF CONVENER**

It was unanimously agreed that Councillor Ahern be appointed Convener of the Appeals Sub-Committee.

Councillor Ahern took the Chair.

**IT WAS AGREED THAT THE PUBLIC AND PRESS BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH WAS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973**

#### **P1. APPEAL AGAINST DISMISSAL (C/HR/20/042)**

The Appeals Sub-Committee was convened to consider an appeal against dismissal by a member of staff from the Housing and Environment Service.

The Appeals Sub-Committee considered documentation lodged by both parties and heard evidence from the appellant's representative, the Human Resources representative and their witnesses. Thereafter the parties each summed up their case and withdrew.

**Resolved:**

The appeal be not upheld.

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**PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE  
EMPLOYEES JOINT CONSULTATIVE COMMITTEE**

Minute of meeting of the Employees Joint Consultative Committee, held in the Council Chamber, 2 High Street, Perth on Thursday 26 September 2019 at 10.00am.

**Present: Representing Perth and Kinross Council:**

Councillors Councillor H Anderson, D Illingworth (substituting for Councillor Lyle), McCall and S McCole (all Perth and Kinross Council); K McNamara (on behalf of Executive Director (Housing & Environment) and K Robertson (on behalf of Executive Director (Education and Children Services)).

**Present: Representing Trade Unions:**

S Hope and L Roberts (both UNISON) and S Robertson (Unite the Union).

**In Attendance:** K Donaldson (Corporate Human Resources Manager), S Kinnear, S McLeod and L Brown (all Corporate and Democratic Services.

**Apologies:** Councillor Lyle and B Nichol (UNISON).

S Hope in the Chair

**1. DECLARATIONS OF INTEREST**

There were no declarations of interest in terms of the Councillors' Code of Conduct.

**2. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Employees Joint Consultative Committee of 30 May 2019 was submitted and approved as a correct record.

**3. MATTERS ARISING**

**(i) Health and Wellbeing (Item 3(i) refers)**

S McLeod advised the implementation date for the new procedures for Health and Wellbeing was 1 October 2019. Consultation continued with the Trade Unions on the new Framework. Training and support for Managers was currently being arranged. The new Framework promotes a positive wellbeing culture and encourages a flexible, person centred approach to wellbeing.

**(ii) New Employee Benefit Schemes (Items 6(ii) refers)**

K Donaldson provided an update on two new employee benefit schemes. The Annual Leave Purchase Scheme was now live on eric and available to all qualifying single status staff. The Scheme allows employees the opportunity purchase up to 2 weeks additional annual leave with the closing date for application for leave in 2020 being 15 October 2019. Any additional leave purchased will be deducted from the employee's salary in 12 monthly instalments. K Donaldson confirmed that Annual Leave Purchase Scheme was not available to Craft Workers who had their own local agreement in place.

A new low emission car benefit scheme which operates as a salary sacrifice arrangement is scheduled to be introduced in January 2020. This scheme will generate savings for the Council as well as support the Council's action against climate change.

**4. MYVIEW DEVELOPMENTS**

It was agreed that the update on MyView developments be deferred to the next meeting.

**5. EQUALLY SAFE AT WORK UPDATE**

S Kinnear provided an update on the results of the Equally Safe at Work Employee Survey which had taken place over an 8 week period in March and April 2019.

583 employees had completed the survey which was around 10% of the workforce. 83% of the respondents were female, 55% were office based, 19% were community based, 31% were line managers, 65% were full time employees, 69% were between 41-60 years of age and 92% were White Scottish or White British. S Kinnear advised the composition of the respondents reflected the Council's workforce profile.

S Kinnear advised that following the result of the survey and discussions which had taken place within the working group the key priorities moving forward are:

- To continue working to increase awareness of the Council's role as an employer in preventing gender based violence.
- To increase awareness among employees and line managers of the various former of gender based violence.
- To introduce written guidance for employees and managers
- To review current equalities policy and training to include gender based violence and the impact of domestic abuse
- To work with services across the Council and review local arrangements/practices such as lone working procedures.

S Robertson enquired if there was scope to include human trafficking within the priorities moving forward. In response K Donaldson advised that training has been provided across all Council Services in relation to human trafficking to raise awareness of the issue and to be more proactive.

Councillor McCole welcomed that Equally Safe at Work is being aligned with the Health and Wellbeing Framework.

It was agreed that a copy of the survey results be circulated to the members of the EJCC.

## **6. ROLE OF COMMITTEES**

K Donaldson referred to an officers meeting held in July 2019 at which the role of the Corporate Health, Safety and Wellbeing Consultative Committee, the Employees Joint Consultative Committee and the Joint Negotiating Committee for Teaching Staff had been discussed. At the conclusion of discussion, it had been agreed there was a need to carry out a review of the current structures of the 3 committees with the aim of modernising approaches, rationalising capacity and avoiding duplication of effort.

K Donaldson advised that the consent of all three committees was being sought to establish a short life working group. It was proposed the working group be comprised of the three committee Chairs and Vice Chairs and staff representatives to discuss potential recommendations for change. It was proposed that the group would report back to the committees in early 2020 with a final report being submitted to the Council's Strategic Policy and Resources Committee.

The Committee agreed:

- (i) The establishment of a Short Life Working Group.
- (ii) The Chair and Vice Chair of the Employee Joint Consultative Committee (EJCC) be appointed to the Working Group.
- (iii) To note that a report will be submitted to the EJCC early in 2020.

## **7. ANY OTHER COMPETENT BUSINESS**

### **(i) Voluntary Severance Scheme (VSS) 2019**

K Donaldson reported employees will be given an opportunity to apply for voluntary severance ahead of the changes to the Local Government Pension Scheme which take effect on 1 April 2020 and ahead of the agreed amendments to the Council's Retirement Scheme in respect of the award of added years. The deadline for receipt of applications for VSS will be 21 October 2019. K Donaldson advised that VSS has been a successful tool in facilitating workforce change and contributing to budget savings.

**(ii) Unison Local Government Conference**

S Hope reported that the Living Wage had been a topic of discussion at Unison's Local Government Conference. He commended Perth & Kinross Council on implementing the Living Wage as a consolidated rate for its employees in 2012, citing that many other local authorities had yet to follow this example.

**7. DATE OF NEXT MEETING**

28 November 2019 at 10.00am.

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**PERTH AND KINROSS COUNCIL**  
**STRATEGIC POLICY AND RESOURCES COMMITTEE**  
**CORPORATE HEALTH, SAFETY AND WELLBEING**  
**CONSULTATIVE COMMITTEE**

Minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Monday 9 September 2019 at 10.00am.

**Present:** **Representing Perth and Kinross Council**  
Councillor A Coates  
Councillor P Barrett  
Councillor E Drysdale  
Councillor S McCole  
G Boland (on behalf of Executive Director (Education and Children's Services))  
P Johnstone (on behalf of Corporate Human Resources Manager)  
C Flynn (on behalf of the Chief Executive)  
R Turner, Health and Safety Team Leader, Housing and Environment Service

**Trade Union Safety Representatives and Elected Representatives of Employee Safety Committees**  
M Blacklaws (SSTA)  
M Swan (EIS)  
S Hope (Unison)

**In attendance:** K Molley, Assistant Committee Officer, Corporate and Democratic Services

**Apologies:** S Crawford, Head of Property Services, Housing and Environment  
R Lyle, on behalf of Executive Director Housing and Environment

*S Hope in the Chair*

**1. APPOINTMENT OF CONVENER AND VICE-CONVENER**

**(i) Nominations were sought for the appointment of Convener.**

M Blacklaws, seconded by M Swan nominated S Hope. There being no other nominations, S Hope was appointed Convener for the Trade Union Representatives.

**(ii) Nominations were sought for the appointment of Vice-Convener.**

Councillor Barrett, seconded by Councillor Drysdale nominated Councillor McCole. Councillor McCole was appointed Vice-Convener for the Elected Members.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest in terms of the Councillors' Code of Conduct.

**3. ROLE OF COMMITTEES**

**Resolved:**

- (i) A review of the current Committee structure of the three remits: Corporate Health, Safety and Wellbeing Consultative Committee, Joint Negotiating Committee for Teaching Staff and the Employees Joint Consultative Committee, be noted.
- (ii) The establishment of a Short Life Working Group, be approved.

**4. MINUTE OF PREVIOUS MEETING**

The minute of the meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 10 June 2019 was submitted and approved.

**5. HEALTH AND SAFETY PERFORMANCE QUARTERLY REPORT**

There was submitted a report by the Regulatory Service Manager (Housing and Environment) (G/19/132) preparing to inform and assist the Corporate Health, Safety and Wellbeing Consultative Committee in monitoring health and safety performance across Perth and Kinross Council; and (2) asking for progress to be noted.

M Blacklaws suggested when reviewing the Health and Safety Framework, it would be beneficial if the ECS statistics were reported elsewhere, as this seems to skew the results in table 2 for the number of outstanding actions. R Turner stated that this idea would be noted and advised that ECS outstanding action plans are usually higher as property services can only access school premises at certain times of the year. S McCole suggested adding another column to table 2 with the title completion date.

In response to a question from Councillor Drysdale on what level of priority is given to results (0-50%), R Turner advised that her team are currently looking at reviewing priority risk assessments. In response to a question from Councillor McCole regarding child injuries whilst at school and if discussions are held with parents, P Johnstone advised that if a child injures themselves frequently in a short period of time, a risk assessment will be carried out for that individual child which parents will be involved in.

In response to a question from Councillor McCole, regarding the table of No. of Employees and if this includes third parties on site such as janitors and school crossing patrol officers, R Turner advised that these types of employee incidents would be recorded by the employees manager and not by the Health and Safety team. M Blacklaws stated that these members of staff can often be subject to verbal abuse. He added that it is important for staff to act in a



professional manner and let a senior member of staff know about these incidents.

Under paragraph 2.16, Councillor Drysdale suggested that it would be beneficial for the section on work related stress incidents to include narrative on trends, to see if services across the Council are experiencing the same level of work-related stress incidents. Under 2.17, Councillor McCole raised the incident of a pupil who had tripped over an uneven paving stone. She requested that property services report back on how this incident was addressed and if the pavement has been fixed since the accident occurred.

**Resolved:**

The contents of the report, be noted.

**4. FIRE SAFETY QUARTERLY REPORT**

There was submitted a report by the Health, Safety and Wellbeing Team Leader (G/19/133) informing and assisting the Corporate Health, Safety and Wellbeing Consultative Committee in monitoring fire safety performance across Perth and Kinross Council; and (2) providing the Committee with the Fire Safety Key Performance indicators for Quarter 1 of 2019/20 for noting.

In response to a question from S Hope regarding timescales of training for the new Fire Safety adviser, R Turner advised the new Fire Safety adviser is currently undergoing Fire, Health and Safety training which should be completed by January 2020. She added that in the meantime, her team still offer fire safety advice and support. R Turner ensured that her team have the resources to prioritise any business if need be.

In response to a question from Councillor Barrett regarding the absence of fire risk audits over the last two quarters, R Turner advised that this is not an issue and reinforced the idea that the Fire and Rescue Service prioritise their business.

Councillor McCole stressed the importance of officers' attendance at committee meetings. She suggested the idea of a mechanism in place to ensure that a representative is sent if an officer is unable to attend.

**Resolved:**

The contents of the report, be noted.

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At a MEETING of the **TAY CITIES REGION JOINT COMMITTEE** held at Fife on Friday, 20th September, 2019.

Present:-

Angus Council

Councillor Mark SALMOND (substitute for Councillor David FAIRWEATHER)

Councillor Angus MacMillan DOUGLAS

Councillor Bill DUFF

Dundee City Council

Councillor Lynne SHORT

Councillor Richard McCREADY

Fife Council

Councillor Karen MARJORAM

Councillor Tim BRETT

Councillor David ROSS

Perth & Kinross Council

Councillor Murray LYLE

Councillor David DOOGAN

Non-Elected Members

Alison CARRINGTON, Skills Development Scotland (substitute for Gordon McGUINNESS)

Michael WRIGHT, Scottish Enterprise

Alison HENDERSON, Tay Cities Business Forum

Ellis WATSON, Tay Cities Enterprise Forum

Also Present

Mo SAUNDERS, Tay Cities Deal

David MARTIN, Dundee City Council

Steve GRIMMOND, Fife Council

Greg COLGAN, Dundee City Council

Robin PRESSWOOD, Dundee City Council

Margo WILLIAMSON, Angus Council

Keith WINTER, Fife Council

Kirstin MARSH, Fife Council

Vivian SMITH, Angus Council

Alan GRAHAM, Perth & Kinross Council

Roger MENNIE, Dundee City Council

Tom FLANAGAN, TACTRAN

Lorna WIGGIN, NHS Tayside

Geraldine CAMPBELL, Scottish Government

Councillor Murray LYLE, in the Chair.

**I APOLOGIES**

Apologies had been intimated from Councillor Fairweather, Councillor Alexander, Councillor Stewart, Mr Gordon McGuinness, Ms Karen Reid, Professor Andrew Atherton, Mr Jim Valentine and Mr Gary Malone.

**II DECLARATION OF INTEREST**

No declarations of interest were made.

### **III MEMBERSHIP**

The Joint Committee noted that due to the resignation of Julie Farr, and, in terms of Clause Six of the 2017 Minute of Agreement, the Third Sector had appointed Gary Malone, Chief Executive Officer of Voluntary Action Angus, as their representative on the Joint Committee.

The Joint Committee further noted that due to the retiral of Jim Reid, and in terms of Clause Six of the 2017 Minute of Agreement, Scottish Enterprise had appointed Michael Wright as their representative on the Joint Committee.

### **IV MINUTE OF MEETING OF 21ST JUNE, 2019**

The minute of meeting of 21st June, 2019 was submitted and approved.

### **V MATTERS ARISING**

There were no matters arising.

### **VI PRESENTATION – TAY CITIES DEAL UPDATE**

The Executive Director of Enterprise and Environment, Fife Council gave a presentation on progress to date.

The Joint Committee noted that since the signing of the Heads of Terms, Government commitment of £300m over 10-15 years had been made, with three programmes and 22 projects named. To achieve full deal, robust business cases were required for each project/programme, along with completed deal documentation. Development of the business cases was ongoing along with development of governance measures and a communications protocol.

Challenges to achieving full deal included realising the Heads of Terms commitment to at least 6000 jobs and leverage of the £400 million in investment required, along with achieving the 2019/20 draw down.

The role of the Joint Committee in this process would be to ensure governance arrangements were adhered to and that full business cases were approved accordingly.

The Joint Committee then had an opportunity to ask questions with the following points being clarified:-

- It was the responsibility of project leaders to ensure that any drawn down of funding could be reclaimed
- Similarly due diligence for projects was the responsibility of the project leader

The Chair thanked the Executive Director of Enterprise and Environment for his presentation and it was agreed that this would be circulated with the minutes

### **VII REGIONAL ECONOMIC STRATEGY REFRESH**

There was submitted Report No TCRJC13-2019 by the Chair, Tay Cities Management Group and Executive Director of Enterprise and Environment, Fife Council seeking the approval of the Tay Cities Region Economic Strategy and authorisation for Executive Officers within the Tay Cities Management Group to take forward the relevant actions identified within the strategy.

The Joint Committee agreed to:-

- (i) approve the Tay Cities Regional Economic Strategy 2019-2039; and

- (ii) remit the Tay Cities Management Group to work in partnership to deliver the relevant actions.

The Joint Committee further agreed that the undernoted be included within the Action Plan:-

“that the potential for community wealth building be explored as an approach to deliver inclusive growth across Scotland, involving working with partnerships of public and private sector anchor institutions, focussing on their role in their local and regional economies as employers, purchasers, asset owners and enablers of wider economic activity.”

## **VIII                    A O C B**

- (i)                    REGIONAL SKILLS INVESTMENT PLAN

It was reported that the Regional Skills Investment Plan for the Tay Cities Region, prepared by SDS and partners across the region, was launched on 26th August. It was agreed that a copy of this be made available to members of the Joint Committee and that in future, members be given notice of similar launch events.

- (ii)                    DASHBOARD OF PROGRAMMES

A query was made regarding whether a dashboard of programmes was to be made available to members.

The Joint Committee noted that this was to be developed in conjunction with the communication strategy and current arrangements within the local authorities.

## **IX                    DATE OF NEXT MEETING**

2.00 pm, Friday, 8th November, 2019 in Committee Room 2, 14 City Square, Dundee.

Murray LYLE, Chair.

## PERTH AND KINROSS INTEGRATION JOINT BOARD

Minute of Meeting of the Perth and Kinross Integration Joint Board (IJB) held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 6 November 2019 at 9.30am.

**Present:**

**Voting Members**

Councillor E Drysdale, Perth and Kinross Council (Chair)  
Councillor J Duff, Perth and Kinross Council (Proxy Member)  
Councillor X McDade, Perth and Kinross Council  
Councillor C Purves, Perth and Kinross Council (up to Item 9.1)  
Ms J Alexander, Tayside NHS Board  
Mr B Benson, Tayside NHS Board (Vice-Chair)  
Ms P Kilpatrick, Tayside NHS Board (from Item 3 onwards)  
Dr N Pratt, Tayside NHS Board

**Non-Voting Members**

Mr G Paterson, Chief Officer / Director – Integrated Health & Social Care  
Ms J Pepper, Chief Social Work Officer, Perth and Kinross Council  
Ms J Smith, Chief Financial Officer  
Ms S Gourlay, NHS Tayside

**Stakeholder Members**

Ms B Campbell, Carer Public Partner  
Mr A Drummond, Staff Representative, NHS Tayside  
Ms S Watts, Third Sector Representative  
Ms S Auld, Service User Public Partner (substituting for Ms L Lennie)  
Ms L Blair, Scottish Care

**In Attendance:**

J Valentine, Depute Chief Executive, Perth and Kinross Council;  
S Hendry, A Taylor, L Gowans and D Stokoe (up to Item 3) (all Perth and Kinross Council); D Fraser, E Devine, D Mitchell, H Dougall, C Lamont (up to and including Item 4), and V Aitken (all Perth and Kinross Health and Social Care Partnership); Dr D Walker (NHS Tayside); and N Lumsden, C McNicol and J Mackie (Andys Man Club) (all up to Item 3).

**Apologies:**

Mr S Hope, Staff Representative, Perth and Kinross Council

### 1. WELCOME AND APOLOGIES

Councillor Drysdale welcomed all those present to the meeting and apologies were noted as above.

## **2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made in terms of the Perth and Kinross Integration Joint Board Code of Conduct.

## **3. PRESENTATION – ANDY’S MAN CLUB**

The Board heard a presentation from Mr Nicol Lumsden, Lead Facilitator, along with other representatives from Andy’s Man Club, Perth. Each of the representatives shared with the Board their own personal story involving their own struggles with mental health and how the support of Andy’s Man Club has helped them.

Councillor Drysdale thanked Mr Lumsden and the other representatives from Andy’s Man Club on behalf of the Board for sharing with the Group their own personal stories and for their very informative presentation on the work of Andy’s Man Club and urged the media present to carry the message to a more public profile for the benefit of the whole community.

P KILPATRICK ARRIVED DURING THE ABOVE ITEM.

COUNCILLOR PURVES LEFT THE MEETING DURING THE ABOVE ITEM.

## **4. UPDATE ON REDESIGN OF COMMUNITY MENTAL HEALTH SERVICES AND SUPPORTS IN PERTH AND KINROSS**

There was submitted a report by the Head of Health (G/19/171) providing an update on the review of community mental health services and supports in Perth and Kinross.

C Lamont, Chair of the Mental Health and Wellbeing Strategy Group provided the Board with a slide-based presentation on the update of the redesign of Community Mental Health Services and Supports in Perth and Kinross.

Councillor McDade questioned the statistics in the consultation and engagement and referred to the figures detailed in the report which highlighted 60% of people not being satisfied with services and queried whether we have a detailed breakdown of locations. C Lamont advised that they have a full statistical breakdown of where individuals came from which highlights the issues around the access to services in the rural areas and offered to share this breakdown with Councillor McDade.

Councillor Drysdale stated that it was his ambition as the new Chair of the Integration Joint Board that at some point in 2020 he would like to hold a meeting of the Board at a location in Highland Perthshire.

P Kilpatrick made reference to adolescent mental health and self-harmers and queried what services are available in schools and which voluntary organisations specifically support adolescents. C Lamont advised that the recently reconvened

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Mental Health Strategy Group now have several different agencies / voluntary services represented at the Strategy Board including children and young people's services and CAMHS. He further advised that the Scottish Government had recently made funding available across Scotland for children and adolescents with mental health issues which will enable staff to start looking to bring in additional link workers and key workers to provide more additional support to schools and other environments to help identify individuals earlier who may be at risk and also to help provide more health promotion around this issue. J Pepper, Chief Social Work Officer further commented that the Scottish Government was also providing funding to each local authority to supply a counsellor within each secondary school and a strategy is currently in development within Education and Children's Services and across the Partnership.

Councillor Purves made reference to the development of the Community Mental Health and Wellbeing Strategy and Implementation Plan for Perth and Kinross and queried if there were any specific timescales in mind for when this would be presented to the Board for approval. In response C Lamont confirmed that they were currently finalising the information that has come back from the consultation exercises carried out with a view to a draft strategy being brought back to this Board by February/March 2020. He also confirmed that a draft Mental Health Improvement Plan developed by the Mental Health Alliance had already been produced.

Councillor McDade expressed concern around the timeline for bringing the new Community Mental Health and Wellbeing Strategy back before this Board for approval and made reference to the fact that the first meeting of the Board in 2020 is not scheduled to be held until early March. Councillor Drysdale confirmed that a discussion around future meetings of the Board was an item on today's agenda and would be discussed fully.

**Resolved:**

- (i) The contents of Report G/19/171 and the progress of the review of community mental health services and support be noted.
- (ii) The Chief Officer to present to the Integration Joint Board the Community Mental Health Strategy once produced.

COUNCILLOR PURVES ARRIVED BACK DURING THE ABOVE ITEM.

C LAMONT LEFT THE MEETING AT THIS POINT.

**5. MINUTE OF MEETING OF THE PERTH & KINROSS INTEGRATION JOINT BOARD OF 27 SEPTEMBER 2019**

The minute of meeting of the Perth and Kinross Integration Joint Board of 26 June 2019 was submitted and approved as a correct record, subject to the following correction being made to Item 3.4 – Inpatient Mental Health Budget 2019/20; 2021/22. An additional resolution (v) being added which states:

'It be agreed that nursing savings in relation to General Adult Psychiatry Rehabilitation and Acute Admission Beds at Murray Royal Hospital be taken on a

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non-recurring basis only in 2019/20 pending wider discussion around investment across wider pathways of care across Tayside. Therefore, the savings of £204k and £107k be agreed as non-recurring only'.

**6. ACTION POINTS UPDATE**

There was submitted and noted the action point update for the Perth and Kinross IJB as at 6 November 2019.

It be noted that in relation to Actions 119 and 120, it had been agreed that these be standing items on future agenda.

**7. MATTERS ARISING**

There were no matters arising from the previous minute.

**8. MEMBERSHIP UPDATE**

There was a verbal report by the Clerk to the Board updating the Board on the membership of both voting and non-voting members of the Board.

**Resolved:**

- (i) It be noted that Councillor Eric Drysdale had been appointed Chair of the IJB by Perth and Kinross Council on 22 October 2019, and that Councillor John Duff had been appointed as a voting member from Perth and Kinross Council to replace Councillor Colin Stewart with effect from 23 November 2019.
- (ii) The appointment of Councillor Duff to the Audit and Performance Committee as a voting member from 23 November 2019 be approved.
- (iii) The Clerk to write to NHS Tayside in order to fill the vacancy on the Board for an additional GP representative.
- (iv) The reappointment of Allan Drummond as the NHS Tayside Staff Representative on the Integration Joint Board for a further three-year period be agreed.
- (v) The appointment of voting members to the Clinical, Care and Professional Governance Committee to be delegated to voting members for discussion following the meeting with a view to holding a meeting of the Committee as soon as possible.
- (vi) Arrangements for proxy members / substitutes / vacancies to be made more explicit as part of the next review of the Board's Standing Orders.

COUNCILLOR PURVES ASKED FOR HIS DISSENT TO BE RECORDED REGARDING HIS VIEW THAT THE STANDING ORDERS OF THE BOARD HAD BEEN DISAPPLIED AT THE MEETING IN RELATION TO THE USE OF A PROXY MEMBER BY PERTH AND KINROSS COUNCIL.



## **9. FINANCE AND GOVERNANCE**

### **9.1 2019/20 FINANCIAL POSITION**

There was submitted a report by the Chief Financial Officer (G/19/173) (1) providing an update on the year-end financial forecast based on actual expenditure for the 6 months to 30 September 2019; and (2) identifying risks which may impact on the financial forecast in future months.

**Resolved:**

- (i) The 2019/20 forecast year-end overspend of £4.4m for the IJB be noted.
- (ii) It be noted that £1.1m of the £1.3m Financial Recovery Plan Actions approved by the IJB have been approved by Perth & Kinross Council, but are still under discussion with NHS Tayside. Application of these actions would reduce the forecast to £3.3m.
- (iii) The risks which may impact on the financial position in future months be noted.
- (iv) The work underway to develop a 3 Year Financial Plan across all services, including longer term service change to address financial sustainability, be noted.

COUNCILLOR PURVES LEFT THE MEETING DURING THE ABOVE ITEM.

## **10. DEVELOPING STRATEGIC OBJECTIVES**

### **10.1 CHIEF OFFICER STRATEGIC UPDATE**

There was submitted a report by the Chief Officer/Director – Integrated Health and Social Care (G/19/176) updating Board members on progress with key strategic developments and on intended future action.

**Resolved:**

The contents of Report G/19/176 and the following strategic updates be noted:

- (i) The Development of Perth and Kinross HSCP's Strategic Commissioning Plan;
- (ii) The joint inspection of Perth and Kinross Health and Social Care Partnership (HSCP) by the Care Inspectorate and Healthcare Improvement Scotland and subsequently developed Corporate Improvement Plan;
- (iii) The review of the Mental Health Alliance's Memorandum of Understanding.

## **11. CARERS AND YOUNG CARERS STRATEGY FOR 2019-2022**

There was submitted a report by Head of Adult Social Work and Social Care (G/19/174) presenting the Carers and Young Carers Strategy 2019-2022 as required by the Carers (Scotland) Act 2016, for consideration and direction by the Integration Joint Board.

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B Benson suggested that it would be useful for members if arrangements could possibly be made for a speaker, potentially a young carer, to attend a future meeting of the Board in order to give a perspective of how the new strategy is helping to make a difference to their life.

**Resolved:**

- (i) The Strategy, to further improve outcomes for carers living and caring in Perth & Kinross, be approved, with directions to be issued to both NHS Tayside and Perth and Kinross Council as per Appendices 4 and 5 of Report G/19/174;
- (ii) The Chief Officer/Director – Integrated Health and Social Care to provide annual reports providing updates on performance on progress in delivering the Action Plan.

**12. WINTER PLANNING 2019/2020**

There was submitted a report by Chief Officer/Director - Integrated Health and Social Care (G/19/175) informing Perth and Kinross Integrated Joint Board of the Winter Planning arrangements for NHS Tayside and Partner Organisations for 2019/20.

G Paterson advised the Board of a typographical error in the report on Page 139, Item 3 – Proposals, the figure in the first paragraph should read '£130,000' and not '£13,000'.

In response to a question from B Benson on whether we have uptake targets for the flu vaccination set within other parts of the public sector similarly to how it is done NHS Tayside, Dr D Walker confirmed that unfortunately there was no uptake targets set for the public sector but would be keen to work closely with this Board with regards setting targets for future years.

In response to a question from P Kilpatrick on whether PKC provide the flu vaccination free of charge to all its employees, J Pepper confirmed that PKC does support its staff to get the flu vaccination, this is done by downloading a form from the Council's intranet site which you can then take to a relevant local pharmacy where you can be immunized for free.

**Resolved:**

- (i) The Winter Plan, including the festive arrangements, which has been submitted to the Scottish Government, be endorsed.
- (ii) The cost pressures associated with service delivery required to meet winter demand within the context of ongoing patient flow challenges, be noted.
- (iii) The whole system collaborative approach taken in preparation for anticipated winter challenges, be noted.

**13. FUTURE IJB MEETING DATE 2019**

The Board agreed that due to the UK General Election date being set for Thursday 12 December 2019, it would be helpful to instruct the Clerk to seek an

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alternative date in December for the next meeting of the Board originally set as Wednesday 11 December 2019 at 2.00pm.

**14. IJB MEETING DATES 2020 (1.00PM - 4.00PM UNLESS OTHERWISE STATED)**

Wednesday 4 March 2020  
Wednesday 29 April 2020  
Wednesday 24 June 2020  
Wednesday 23 September 2020 (2.00pm - 4.00pm)  
Wednesday 9 December 2020

**IJB BRIEFING/DEVELOPMENT SESSION DATES 2020 (1.00PM - 4.00PM)**

Wednesday 8 April 2020  
Wednesday 13 May 2020  
Wednesday 19 August 2020  
Wednesday 28 October 2020

**Resolved:**

- (i) The above meeting dates be approved.
- (ii) The Clerk be instructed to find a suitable date for an additional meeting of the Board to be held at the end of January / beginning of February.

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