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Council Building  
2 High Street  
Perth  
PH1 5PH

Thursday, 05 April 2018

A Meeting of the **Property Sub-Committee** will be held in **the Council Chamber, 2 High Street, Perth, PH1 5PH** on **Monday, 16 April 2018** at **10:00**.

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

**BERNADETTE MALONE**  
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:**

Councillor Murray Lyle (Convener)  
Councillor Bob Band  
Councillor Peter Barrett  
Councillor Dave Doogan  
Councillor Grant Laing  
Councillor Roz McCall  
Councillor Colin Stewart



**Property Sub-Committee**

**Monday, 16 April 2018**

**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.***

- 1 WELCOME AND APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTES**
  - (i) MINUTE OF MEETING OF THE PROPERTY SUB-COMMITTEE OF THE STRATEGIC POLICY AND RESOURCES COMMITTEE OF 26 FEBRUARY 2018 FOR APPROVAL 5 - 6**
  - (ii) MINUTE OF SPECIAL MEETING OF THE PROPERTY SUB-COMMITTEE OF THE STRATEGIC POLICY AND RESOURCES COMMITTEE OF 14 MARCH 2018 FOR APPROVAL 7 - 8**
- 4 APPOINTMENT OF VICE-CONVENER**

The Sub-Committee is asked to consider the appointment of a Vice-Convener.
- 5 SCHOOL ESTATE PROGRAMME PROGRESS UPDATE 9 - 24**

Report by Executive Director (Education and Children's Services)  
(copy herewith 18/130)
- 6 ENERGY CONSUMPTION IN COUNCIL BUILDINGS 25 - 34**

Report by Executive Director (Housing and Environment) (revised copy herewith 18/131)

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

- P1 PROPOSAL FOR 2 LEASES IN AND 1 LEASE OUT AT BROXDEN**

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## PROPERTY SUB-COMMITTEE

Minute of meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee held in the Council Chambers, Ground Floor, Council Building, 2 High Street, Perth on Monday 26 February 2018 at 10.00am.

Present: Councillors D Doogan, G Laing, M Lyle and R McCall

In Attendance: B Renton, Executive Director (Environment); L Campbell and T Flanagan (both The Environment Service); G Boland (Education and Children's Services); G Taylor, C Irons and P Mair (all Corporate and Democratic Services).

### 1. APPOINTMENT OF CONVENER

Councillor Doogan seconded by Councillor McCall, nominated Councillor Lyle for the position of Convener of the Sub-Committee.

Councillor M Lyle was unanimously elected as Convener of the Sub-Committee.

Councillor M Lyle took the chair.

### 2. WELCOME AND APOLOGIES/SUBSTITUTES

The Convener welcomed all those present to the meeting. There were no apologies.

### 3. DECLARATIONS OF INTEREST

In terms of the Councillors' Code of Conduct Councillor G Laing declared a non-financial interest in Item 4 as a member of Live Active Leisure.

### 4. MINUTES

- (i) The minute of meeting of the Property Sub-Committee of 25 October 2017 was submitted and approved as a correct record.
- (ii) The minute of meeting of the Special Property Sub-Committee of 15 December 2017 was submitted and approved as a correct record.

### 5. LEASING/LICENSING VENUES FOR SPORT

There was submitted a report by the Executive Director (Education and Children's Services) (18/63) seeking approval to grant (1) a licence to Live Active Leisure to occupy the swimming pool at Breadalbane Community Campus and (2) a lease to Live Active Leisure of the George Duncan Athletics Arena at Perth Grammar School.

#### **Resolved:**

- (i) Live Active Leisure be granted a licence to occupy the swimming pool at Breadalbane Academy Community Campus on terms as detailed in Appendix 1 to Report 18/63.

- (ii) Live Active Leisure be granted a lease of the George Duncan Athletics Arena at Perth Grammar School on terms as detailed in Appendix 2 to Report 18/63.
- (iii) The licensing and leasing of the properties referred to at Breadalbane Academy Community Campus and Perth Grammar School be approved at a nominal rent to enable Live Active Leisure to deliver services for communities on behalf of the Council and to provide best value for the Council.

**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**

**P1. DISPOSAL OF PLOT 7, BROXDEN BUSINESS PARK, PERTH**

There was submitted a report by the Executive Director (Environment) (18/64) seeking approval for the disposal of Plot 7 (0.247 Ha/0.610 Acres), Broxden Business Park by way of a long ground lease with title to be transferred on completion of the proposed development.

It was noted that the McDermott Group Ltd were the preferred bidder based on the proposed purchase price, economic benefit to the City of Perth and compatibility with surrounding areas and uses. It was also noted that the Group's proposals were to provide a new headquarters for the Group which would retain existing staff in Perth as well as allow for the relocation of staff from the Group's offices in Glasgow and Edinburgh.

**Resolved:**

- (i) A long ground lease of Plot 7, Broxden Business Park, Perth be granted to McDermott Group Ltd or their nominees and that title be transferred following completion of the development on terms as detailed in Report 18/64, be granted and otherwise on terms to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance.
- (ii) In the event that the Council fails to conclude missives for the granting of a long ground lease to McDermott Group Ltd or their nominees, the plot be offered for sale to the John Dewar Lamberkin Trust or their nominees and that title be transferred following the outright purchase on terms as detailed in Report 18/64 and otherwise on terms to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance.
- (iii) Should there be a time lapse before approaching the John Dewar Lamberkin Trust, the Executive Director (Environment) and the Head of Legal and Governance determine whether the original offer still achieves best value
- (iv) Should the Council fail to conclude missives for the outright purchase by the John Dewar Lamberkin Trust or their nominees, the site be remarketed at the earliest opportunity on terms and conditions to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance Services.

## PROPERTY SUB-COMMITTEE

Minute of special meeting of the Property Sub-Committee of the Strategic Policy and Resources Committee held in Room 410, Fourth Floor, Council Building, 2 High Street, Perth on Wednesday 14 March 2018 at 2.00pm.

Present: Councillors M Lyle, B Band, P Barrett, D Doogan, G Laing, R McCall and C Stewart.

In Attendance: T Flanagan and J Learmonth (both The Environment Service); G Taylor, C Irons and A Thomson (all Corporate and Democratic Services).

Apologies: There were no apologies

Councillor M Lyle, Presiding.

### 1. WELCOME AND APOLOGIES/SUBSTITUTES

The Convener welcomed all those present to the meeting.

### 2. DECLARATIONS OF INTEREST

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

**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**

### P1. DISPOSAL OF SITES 3, 4, 9, 10 AND 11 AT PERTH FOOD AND DRINK PARK

There was submitted a report by the Executive Director (Environment) (18/83) seeking approval to dispose of sites 3,4,9,10 and 11 at Perth Food and Drink Park, Arran Road, Perth.

#### **Resolved:**

- (i) Sites 3 and 4 at Perth Food and Drink Park be disposed of to John Deere Forestry Ltd or their nominees for the development of new business premises for the gross sum of £350,000 plus VAT on the terms as set out in Report 18/83 and otherwise on terms and conditions to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance.
- (ii) Sites 10 and 11 at Perth Food and Drink Park be disposed of to Eastern Properties (Scotland) Ltd or their nominees for the development of new business premises for the gross sum of £396,100 plus VAT on the terms as set out in Report 18/83 and otherwise on terms and conditions to the satisfaction of the Executive Director (Environment) and the Head of Legal and Governance.

- (iii) In the event that missives are not concluded in respect of sites 3,4,10 or 11 within a reasonable timescale, the respective sites be remarketed.
- (iv) Site 9 at Perth Food and Drink Park be remarketed as the Sub-Committee considered that the current offer did not achieve best value and best reasonable consideration.



**PERTH AND KINROSS COUNCIL****Property Sub-Committee****16 April 2018****School Estate Programme Progress Update****Report by Executive Director (Education and Children's Services)****PURPOSE OF REPORT**

This report updates Committee on the progress and proposals for delivering the current school projects within the Education and Children's Services School Estate Programme. It details key milestones which have been achieved since the last update to Property Sub-Committee on 25 October 2017 ([Report No. 17/347 refers](#)). Future projects are also detailed.

**1. BACKGROUND/MAIN ISSUES**

- 1.1 The School Estate Strategy sets out the Council's aspirations for our schools, and in particular the high value we place on learning, through our vision for well designed, maintained and managed schools.
- 1.2 The strategy is delivered through the School Estate Management Plan (SEMP) which is primarily funded through the Council Capital Programme.
- 1.3 The Education and Children's Services (ECS) Capital Programme details the priorities for the School Estate over a rolling six year period, and is reviewed on an annual basis.

**2. PROPOSALS**

- 2.1 This report updates Committee on progress and proposals for delivering the current capital projects within Education and Children's Services School Estate Programme. The focus of the programme is on:
  - Early Learning and Childcare Expansion;
  - Primary School Upgrades/Replacements;
  - Secondary School Upgrades; and
  - Design, Build, Finance & Manage (DBFM) Project.

**3. UPDATES ON CURRENT PROGRAMME**

Detailed updates on all current projects are provided in Appendix A. The following projects have achieved significant milestones since the previous Property Sub-Committee on 25 October 2017.

### **3.1 Alyth Primary School**

The recommended option to upgrade the Victorian building and add a new build element was approved at Lifelong Learning Committee on 29 January 2014 ([Report No. 14/22 refers](#)).

Phase 2, which was the demolition of the old school buildings and external landscaping works, have now been completed and the Final Account was agreed on 20 December 2017. The official opening took place on 13 March 2018.

### **3.2 Kinross Primary School**

On 29 October 2014, Lifelong Learning Committee ([Report No. 14/467 refers](#)) approved the replacement of Kinross Primary School.

The new school building was handed over in early December 2017 and became operational on the 6 December 2017. Phase 2 to demolish the old building and complete the landscaping works has commenced and handover of this phase is anticipated in May 2018.

### **3.3 Perth Academy Sports Hall**

Council approved funding for Perth Academy Sports Facilities (Report No. 12/52 refers) as part of the setting of the Capital Budget.

The programme for the Sports Hall has now been agreed, the planning application was approved in October 2017 and the procurement process is underway.

### **3.4 Tulloch Primary School**

On 29 October 2014, Lifelong Learning Committee ([Report No. 14/467 refers](#)) approved the replacement of Tulloch Primary School.

The new school building was handed over in late January 2018 and became operational on 20 February 2018. Phase 2 to demolish the old building and complete the landscaping works has commenced and handover of this phase is anticipated in July 2018.

### **3.5 Pitcairn Primary School**

On 13 September 2017, Strategic Policy and Resources Committee ([Report No. 17/280](#) refers) approved the transfer of funding from Property Services in relation to the Life Expired Building Replacement Programme.

As part of the programme, Pitcairn Primary will have its dining centre replaced as well as toilet and heating refurbishment works. It is anticipated works will begin later this year.

## **4. FORWARD PLANNING**

### **4.1 Early Learning and Childcare Expansion**

The Scottish Government has made a commitment to increase the annual entitlement of free Early Learning and Childcare (ELC) from 600 hours to 1140 hours per annum by 2020. Consequently, ECS is planning to expand ELC capacity and increase flexibility and choice for families, in preparation for the full delivery of 1140 hours by August 2020.

The 'Perth and Kinross Council Draft Early Learning and Childcare Expansion Plan' ([Report No. 17/314 refers](#)) was considered by Lifelong Learning Committee ahead of submission to the Scottish Government on 29 September 2017.

Planning to date has indicated that the expansion of ELC can be supported mainly through the extension and refurbishment of the existing school estate, continued use of Partner Providers and the use of childminders.

ECS has based the draft expansion plan on the assumption that it will be fully funded.

It is anticipated that the majority of planned works will take place between 2018 and 2020, subject to capital funding allocations. Works as part of planned projects will be integrated into the overall capital programme with completion primarily expected by August 2020 with temporary solutions being provided where necessary.

Once funding is confirmed a programme of works identifying locations will be finalised.

### **4.2 Modernising Primaries Programme**

Feasibilities are ongoing for the Modernising Primaries Programme, which is currently focused on life expired buildings which are uneconomical to maintain.

### **4.3 Perth Academy**

Enabling works took place at Perth Academy over the summer holidays 2017 in preparation for upgrades which are being planned for the next 5 to 6 years. Forward planning is taking place to allow the brief to be considered in manageable elements which will be phased. The planning will be determined by building age, existing condition, construction type and educational requirements whilst providing overall a manageable scale of potential decant and construction redevelopment.

Planned works on site in the next financial year include a significant external drainage scheme and fire compliance upgrades.

#### 4.4 Perth Grammar

Initial works have begun to relocate the School Reception to the ground floor. This is being done to improve security and operations.

Substantial refurbishment works to the school infrastructure are planned and will be undertaken over several years.

### 5. CONCLUSION AND RECOMMENDATIONS

- 5.1 This report updates the Property Sub-Committee on the progress of the Education and Children's Services School Estate capital projects approved through the Capital Programme.
- 5.2 The Committee is requested to note significant milestones achieved since the previous Property Sub-Committee meeting held on 25 October 2017:
- Phase 2 of Alyth Primary School was handed over in December 2017 and the official opening took place on 13 March 2018 (3.1);
  - Phase 1 of Kinross Primary School was handed over in early December 2017 and the school became operational on 6 December 2017 (3.2);
  - The Perth Academy Sports Hall planning application was approved in October 2017 and the procurement process is underway (3.3); and
  - Phase 1 of Tulloch Primary School was handed over in late January 2018 and the school became operational on 20 February 2018 (3.4).
- 5.3 The Committee is also requested to note information on forward planning.

#### Author

Name	Designation	Contact Details
Greg Boland	Senior Business and Resources Manager	<a href="mailto:ECSCCommittee@pkc.gov.uk">ECSCCommittee@pkc.gov.uk</a> 01738 475000

#### Approved

Name	Designation	Date
Sheena Devlin	Executive Director (Education and Children's Services)	03/04/18

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

<b>Strategic Implications</b>	<b>Yes / None</b>
Community Plan / Single Outcome Agreement	Yes
Corporate Plan	Yes
<b>Resource Implications</b>	
Financial	Yes
Workforce	No
Asset Management (land, property, IST)	Yes
<b>Assessments</b>	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	Yes
Risk	Yes
<b>Consultation</b>	
Internal	Yes
External	Yes
<b>Communication</b>	
Communications Plan	No

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The proposals relate to the delivery of the Perth and Kinross Community Plan/Single Outcome Agreement in terms of the following priorities:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

This report relates to all of these objectives.

#### Corporate Plan

- 1.2 The Perth and Kinross Community Plan 2013-2023 and Perth and Kinross Council Corporate Plan 2013/2018 set out five strategic objectives:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

This report relates to all of these Objectives.

- 1.3 The report also links to the Education & Children's Services Policy Framework in respect of the following key policy area:

- Maximising Resources

## **2. Resource Implications**

### Financial

- 2.1 The meeting of the Council on 22 June 2016 approved the Composite Capital Budget 2016/23 ([Report No. 16/277 refers](#)).

- 2.1.1 Any additional revenue implications identified through either the existing capital programme, or future capital programmes will require to be submitted as part of an expenditure pressure with a corresponding saving through the ECS revenue budget process.
- 2.1.2 There are no direct financial implications arising from this report other than those reported within the body of the main report and related business cases.

### Workforce

- 2.2 There are no direct workforce implications arising from this report.

### Asset Management (land, property, IT)

- 2.3 There are no direct asset management implications arising from this report other than those reported within the body of the main report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.1.1 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome and has been assessed as **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

- 3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

- 3.2.1 However, no action is required as the Act does not apply to the matters presented in this report. This is because these matters relate to the School Estate Strategy which is being considered under the Act as part of The Council's Asset Management Plan.

### Sustainability

- 3.3 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.

The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### Legal and Governance

- 3.4 The Head of Legal and Governance Services has been consulted in the preparation of this report.

### Risk

- 3.5 Individual risk profiles are in place for individual projects listed.

## **4. Consultation**

### Internal

- 4.1 The Head of Democratic Services, Head of Finance, Head of Legal and Governance Services and Head of Property Services have been consulted in the preparation of this report.

### External

- 4.2 Participation and involvement of the community are critical to the ongoing and future success of school estate investment and an emphasis is placed on ensuring consultation, over and above that which might be required in terms of planning requirements and statutory consultation requirements.
- 4.2.1 A User Reference Group (URG), or equivalent, is set up for all major and large projects. The purpose of the URG is to assist with providing relevant local input to allow the Design Team to develop the outline concept design into an operational design. The formation of a URG is an invaluable source of information, and any project is reliant on this level of local detail.

## **5 BACKGROUND PAPERS**

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

## **6 APPENDICES**

Appendix A – Detailed Updates on Current Projects.



## **Detailed Updates on Current Projects**

### **Milestones**

Milestones are key tasks within a project plan which mark completion of a significant or critical phase of work or a decision point.

In terms of the following projects the milestones have the following dates:

- The planned date is the original date planned for the project and does not change in the life of the project. These are generally aspirational dates based on a typical project.
- The actual date is the date the milestone is completed.
- The forecast date is the date which is currently projected for completion.

## ALYTH PRIMARY SCHOOL - REPLACEMENT AND REFURBISHMENT

**Reporting Period:**      **October 2017 to April 2018**

### Overview

The recommended option to upgrade the Victorian building and add a new-build element at Alyth Primary School was approved at Lifelong Learning Committee on 29 January 2014 ([Report No. 14/22 refers](#)).

### Sources of Funding

This project is fully funded by the ECS Composite Capital Programme. The funding for this project is £9,682,000.

### Progress Update

The Phase 1 report was formally accepted on 19 February 2015. An informal drop-in session was held on 26 January 2015 where the design was shared with Parents/Carers and the wider school community. The concept design was shared with the User Reference Group (URG) on 11 December 2014 and was well received.

Construction of the new school began in January 2016.

The school was completed in July 2017. The decant of equipment into the new school took place during the summer holidays with pupils and staff moving into the school at the beginning of the new term in August 2017. The demolition of the existing building commenced in July 2017 and the external landscaping was complete in December 2017. The Final Account was agreed on 20 December 2017. The official opening took place on 13 March 2018.

### Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Submit NPR	December 2013	May 2014	
HubCo Accept NPR Stage 1 Commences	January 2014	September 2014	
Stage 1 Agreed	April 2014	February 2015	
Planning Application Submitted	December 2014	March 2015	
Planning Application Agreed	May 2015	June 2015	
Stage 2 Agreed	January 2015	January 2016	
Site Start	March 2015	January 2016	
School Operational	August 2016	August 2017	
Demolition and Completion of External Works	October 2016	December 2017	

### Current Issues

None.

## **BERTHA PARK HIGH SCHOOL - NEW SCHOOL**

**Reporting Period:**      **October 2017 to April 2018**

### **Overview**

A review of the School Estate has taken place to determine the likely impact of anticipated population growth on the School Estate in the medium to long term. One of the priorities for the Council has been agreed as a new secondary school on the northern perimeter of Perth. The school will accommodate 1,100 pupils.

HubCo Design, Build, Finance and Manage (DBFM) procurement for the secondary element is mandatory as part of the funding terms and conditions.

### **Sources of Funding**

£32.5 million will be provided through the Scottish Futures Trust (SFT).

### **Progress Update**

The SFT Pre-New Project Request (NPR) Key Stage Review is complete. The NPR was issued to HubCo in June 2015 and accepted at the beginning of July 2015.

The procurement process, for the design and construction of the school, is complete and Robertson Construction has been selected as the Tier 1 Consultants (Main Contractor). The Tier 2 Consultants selected comprise of, Archial Norr (Architects), Wallace Whittle (Mechanical & Electrical) and Goodsons (Civil & Structural).

Lifelong Learning Committee, on 4 November 2015 ([Report No. 15/515 refers](#)), approved the establishment of a new secondary school on a preferred site at Bertha Park, Perth, from August 2019 and the arrangements to establish a new catchment area for the school and transfer arrangements for primary pupils.

A consultation process has taken place to name the new school, Bertha Park High School was selected.

The full planning submission was made in January 2017 and approved on 24 May 2017.

Work began on site under a Letter of Intent in August 2017 and continues on programme.

Financial Close was achieved on 30 September 2017.

## Key Milestones

Milestone	Planned Date	Actual Date	Forecast Date
Options to Populate School	October 2013	May 2014	
Proposal for Statutory Consultation	August 2014	June 2014	
Submit NPR	October 2014	June 2014	
Submit Final NPR	April 2015	June 2015	
Statutory Consultation Complete	May 2015	November 2015	
Land Secured	January 2016	January 2016	
Stage 1 Agreed	January 2016	September 2016	
Planning Application Submitted	September 2016	January 2017	
Planning Application Agreed	November 2016	May 2017	
Stage 2 Agreed	September 2017	August 2017	
Utilities Completed	October 2017	August 2017	
Financial Close	October 2017	September 2017	
Site Start	October 2017	August 2017	
Access Road from Ruthvenfield Road into Bertha Park Completed	November 2017		June 2018
School Operational	August 2019		August 2019
Completion of External Works	August 2019		August 2019

## Current Issues

- Revenue funding for this project will be required. This funding has been identified as a pressure in the medium term financial plan approved by Council on 8 October 2014 ([Report No. 14/433 refers](#)).
- A delay of two months has been reported on the completion of the access road, however this is still in advance of the new school occupation date.

## BLAIRGOWRIE RECREATION CENTRE - REPLACEMENT

**Reporting Period:**      **October 2017 to April 2018**

### Overview

On 22 June 2016, Council ([Report No 16/277 refers](#)) approved a replacement Recreation Centre at Blairgowrie High School.

### Sources of Funding

This project is fully funded by the ECS Composite Capital Programme. The funding for this project is £17,700,000.

### Progress Update

A leisure consultancy was commissioned to carry out wide-ranging community engagement. The Consultant met with a variety of individuals, organisations and communities in East Perthshire and nationally to inform the brief for the new facility.

The draft report produced following the consultation, which includes a schedule of accommodation, has been reviewed by the Strategic Investment Group (SIG). SIG have requested that further work is undertaken to review options and reduce the impact on the revenue budget.

### Key Milestones

Milestone	Planned date	Actual Date	Forecast date
End of Consultation Period and Development of Brief	tbc		
Submit NPR	tbc		
hubco Accept NPR Stage 1 Commences	tbc		
Stage 1 Agreed	tbc		
Planning Application Submitted	tbc		
Planning Application Agreed	tbc		
Stage 2 Agreed	tbc		
Financial Close	tbc		
Site Start	tbc		
School Operational	tbc		
Completion of External Works	tbc		

### Current Issues

None.

## KINROSS PRIMARY SCHOOL - REPLACEMENT

**Reporting Period:**      **October 2017 to April 2018**

### Overview

On 29 October 2014, Lifelong Learning Committee ([Report No. 14/467 refers](#)) approved the replacement of Kinross Primary School. This project involves replacement of the former school building with a new 14 classroom primary school on the playing field of the existing site. This is being delivered by HubCo with Robertson Construction appointed as the main contractor.

### Sources of Funding

On 30 July 2015 the Strategic Policy & Resources Executive Sub-Committee approved fully funding Kinross Primary School from the Council's existing Composite Capital Budget on a Design, Build and Development Agreement (DBDA) (Capital) to ensure the delivery dates are met. The budget is currently £12,310,000 and this includes developer's contributions.

### Progress Update

Stage 2 was agreed in September 2016 and Financial Close was reached in November 2016.

The school became operational on 6 December 2017. Phase 2, which includes demolition of the old building and landscaping works, is underway and remains on programme for completion in May 2018.

### Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Submit Final NPR	April 2015	June 2015	
HubCo Accept NPR Stage 1 Commences	April 2015	July 2015	
Stage 1 Agreed	October 2015	December 2015	
Planning Application Submitted	February 2016	March 2016	
Planning Application Agreed	June 2016	June 2016	
Stage 2 Agreed	September 2016	September 2016	
Financial Close	October 2016	November 2016	
Site Start	October 2016	November 2016	
School Operational	December 2017	December 2017	
Demolition and Completion of External Works	April 2018		May 2018

### Current Issues

None.

## PERTH ACADEMY – SPORTS HALL

**Reporting Period:**      **October 2017 to April 2018**

### Overview

Council approved funding for Perth Academy Sports Facilities (Report No. 12/52 refers) as part of the setting of the Capital Budget 2012/13 to 2016/17. This project was put on hold whilst a full review of works required at Perth Academy was undertaken.

The Sports Hall will be a two court facility with dry changing facilities linked to the existing PE facilities.

### Sources of Funding

The funding is from the ECS Composite Capital Programme.

### Progress Update

The new hall planning application was approved in October 2017.

The programme has been agreed and the procurement process is underway.

A Fire Risk Assessor has been appointed in order to develop a compliant Fire Engineering Strategy.

### Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Feasibility Study Completed	August 2013	January 2014	
Review of Feasibility Study	April 2014	September 2014	
Review of Costed Feasibility Study including Changing	May 2015	September 2015	
School Approval of Affordable Design	October 2015	November 2015	
Planning Application Submitted	June 2017		
Planning Application Agreed	September 2017	November 2017	
Gross Maximum Cost Agreed	September 2016		April 2018
Site Start	October 2016		July 2018
Sports Hall Operational	August 2017		April 2019
Completion of External Works	August 2017		May 2019

### Current Issues

None.

## TULLOCH PRIMARY SCHOOL - REPLACEMENT

**Reporting Period:** October 2017 to April 2018

### Overview

On 29 October 2014, Lifelong Learning Committee ([Report No. 14/467 refers](#)) approved the replacement of Tulloch Primary School. This project involves replacement of the former school building with a new 14 classroom primary school on the playing field of the existing site. This is being delivered by HubCo with Robertson Construction appointed as the main contractor.

### Sources of Funding

On 30 July 2015 the Strategic Policy & Resources Executive Sub-Committee, approved to fully fund the Tulloch Primary School project from the Council's existing Composite Capital Budget on a Design, Build and Development Agreement (DBDA) (Capital). The budget is currently £10,888,000 and this includes developer's contributions.

### Progress Update

Financial Close was approved in December 2016. The new school became operational on Tuesday 20 February 2018 with pupils and staff moving into the school after the mid-term break. It is anticipated that the demolition of the existing building and external works will be completed in July 2018.

### Key Milestones

Milestone	Planned date	Actual Date	Forecast date
Submit Final NPR	April 2015	June 2015	
HubCo Accept NPR Stage 1 Commences	April 2015	July 2015	
Stage 1 Agreed	October 2015	November 2015	
Planning Application Submitted	February 2016	March 2016	
Planning Application Agreed	June 2016	June 2016	
Stage 2 Agreed	September 2016	November 2016	
Financial Close	October 2016	December 2016	
Site Start	October 2016	December 2016	
School Operational	December 2017	February 2018	
Completion of External Works	April 2018		July 2018

### Current Issues

None.



## PERTH AND KINROSS COUNCIL

## Property Sub Committee

16 April 2018

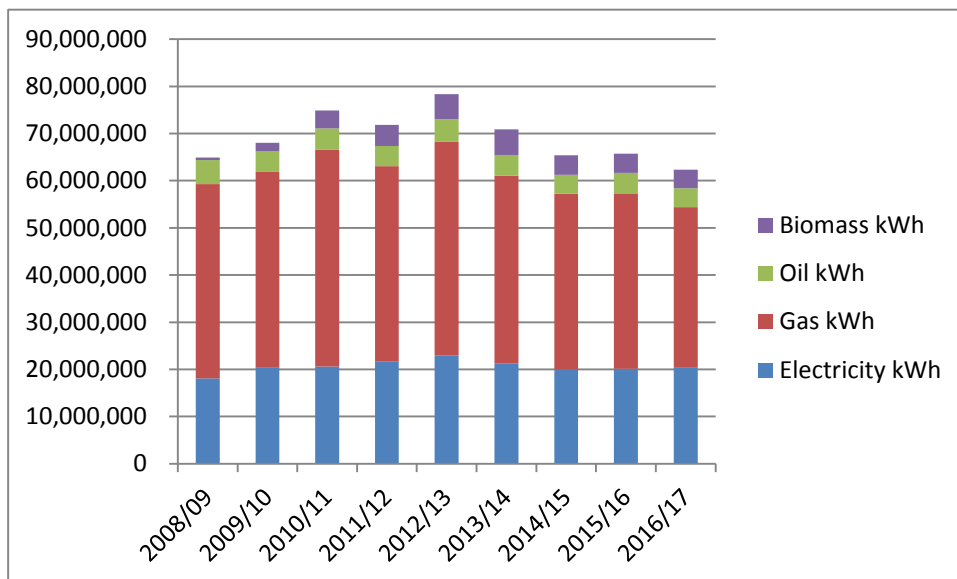
## Energy Consumption in Council Buildings

## Report by Executive Director (Housing &amp; Environment)

This report updates the Property Sub Committee on the position with regard to energy consumption within the Property Estate. It focuses on the recent management initiatives and monitoring arrangements in place to deliver energy reduction and cost savings.

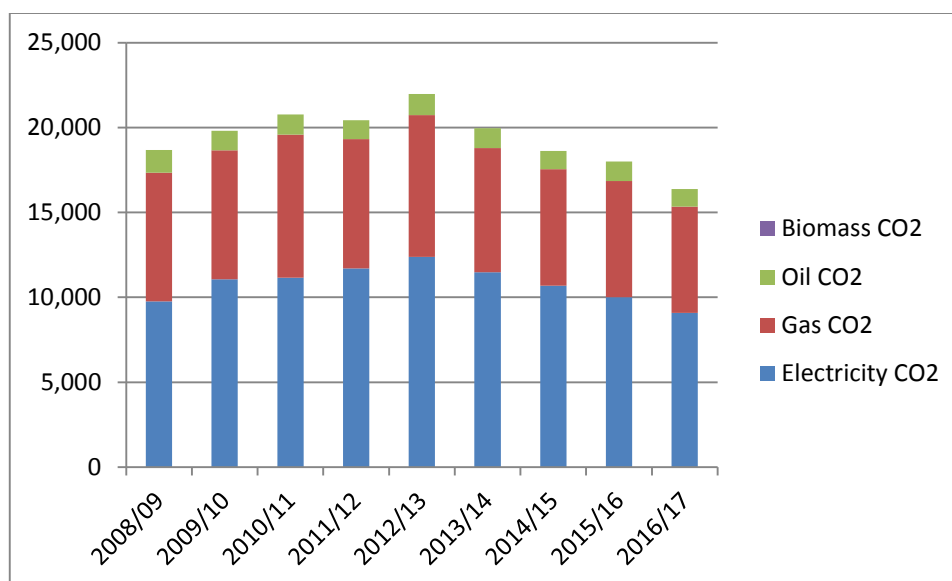
**1. BACKGROUND****2008 – 2017 Energy Consumption**

- 1.1 The following graph and accompanying table shows the Council's energy consumption in kwh over the last nine financial years.



Financial Year	Electricity	Gas	Oil	Biomass	Total (kWh)	Increase/ Decrease (from previous year)
2008/09	18,063,485	41,188,458	5,089,600	580,000	64,921,543	
2009/10	20,442,243	41,406,192	4,376,511	1,792,450	68,017,396	5%
2010/11	20,620,207	45,925,330	4,529,833	3,822,830	74,898,200	10%
2011/12	21,619,570	41,477,850	4,238,539	4,512,450	71,848,409	-4%
2012/13	22,899,349	45,406,460	4,765,773	5,254,730	78,326,312	9%
2013/14	21,227,338	39,796,293	4,411,530	5,456,245	70,891,406	-9%
2014/15	20,053,626	37,191,473	4,025,449	4,107,597	65,378,145	-8%
2015/16	20,147,761	37,160,987	4,378,696	4,008,176	65,695,620	0%
2016/17	20,327,361	34,089,662	3,982,354	3,922,694	62,322,071	-5%

- 1.2 The graph and accompanying table shows that during the period 2008/09 – 2012/13, electricity consumption increased by 27%, gas consumption by 10% and total consumption by 21%. However, during the period 2012/13 – 2016/17 electricity consumption reduced by 11%, gas consumption by 25% and total consumption reduced by 20% (note 2012/13 was 20% colder than 2016/17 and 15% colder than 2008/09 as measured by Degree days).
- 1.3 The increase in consumption over the period from 2008/09 until 2012/13 is primarily due to the increase in the property estate particularly from the commissioning of six new schools under the Investment in Learning Initiative.
- 1.4 The consumption figures for 2016/17 indicate a decrease in total consumption from the previous year of 5%. This is primarily due to less gas (the Council's primary source of heating) being consumed due to upgraded building control systems. The reduced fixed temperature initiative, investment in energy efficient equipment and low carbon technologies.
- 1.5 The total decrease in energy consumption during the review period has had the effect of decreasing the Council's carbon dioxide (CO<sub>2</sub>) emissions for energy from 18,600 tonnes of CO<sub>2</sub> (in 2008/09) to 16,400 tonnes of CO<sub>2</sub> (2016/17). This reduction has been achieved despite increases to the Gross Internal Floor Area (GIFA) of the overall property estate within this time. The increase in GIFA between 2012/13 to 2017/18 equates to 3,487 Sq.m. The Council's annual carbon dioxide emissions (tonnes) are illustrated in the graph below.



1.6 The resultant decrease in energy consumption, and therefore a consequential decrease in CO2 emissions, means that the Council's Carbon Reduction Energy Efficiency Scheme (CRCEES) cost was reduced for 2016/17 to £248,668 from £263,887 in 2015/16, despite the annual CRCEES allowance price increase. The CRCEES is a mandatory emissions reduction scheme that applies to large non-energy intensive organisations in the public and private sectors.

1.7 From 2012/13, a 20 % reduction in energy consumption has been made. Based on 2016/17 energy prices, this reflects an annual saving of £145,000.

## 2. Energy Use to Date – 2017/18

2.1 The summary below compares the available current data i.e. April to December of the immediate preceding financial year (2017/18) with a similar period in 2016/17.

Utility Type	2016/17 kWh	2017/18 kWh	Difference	%
Electricity	13,869,607	13,054,411	-815,196	-6%
Gas	20,270,727	21,534,914	+1,264,187	+6%
Oil	2,400,643	2,042,316	-358,327	-15%
Biomass	2,771,660	1,557,493	-1,214,167	-44%
Total	39,312,637	38,189,134	-1,123,503	-3%

2.2 The figures show an overall decrease in total energy consumption from 2016/17 to 2017/18 of 3%. In financial terms, this equates to £135,000.

- 2.3 This decrease in energy consumption is due to the following measures being applied by Property Services energy team:
- (i) Adopting a more pro-active role in controlling heating through new and upgraded building control systems.
  - (ii) A reduction in building temperatures to a maximum of 19 Deg C as set out in the Council's Energy Policy (Report Number 16/184 refers).
  - (iii) More detailed analysis of recorded energy data and adopting energy reduction measures across the property estate.
  - (iv) Providing technical engineering support for new build and refurbishment projects.
- 2.4 In future years, increased energy savings can be achieved by:
- (i) Further investment in building control systems and energy monitoring.
  - (ii) Increasing the current level of engagement with all stakeholders to raise energy awareness.
  - (iii) Reducing the overall size of the property portfolio.
  - (iv) Increased use of low and zero carbon technologies for new and refurbished buildings (LED lighting, air and ground source heat pumps, photovoltaics and solar thermal systems).

### **Energy Projects**

- 2.5 For financial year 2017/18, Property Services budget for energy & water conservation projects is £94,000. This budget has been spent on:
- (i) Alyth Primary School Renewable Heat Incentive application.
  - (ii) Water Automatic Meter Reading (AMR) installations.
  - (iii) Renewable technology remote monitoring and metering equipment.
  - (iv) Feasibility for Perth Academy and Perth High School energy centre design.
  - (v) Building Energy Management System (BEMS) remote monitoring.
  - (vi) Electronic thermometers.
- 2.6 Completion of the above energy conservation projects is enabling the Property Services energy and engineering team to meet the 3% energy reduction target to December 2017. However, given the poor weather January – March 2018 this may not continue when final figures are collated.
- 2.7 The Property Services energy and engineering team have carried out a case study of the energy consumption for 2 High Street before and after completion of the full building refurbishment. Details of this case study are contained in Appendix 1.

## **3. CONCLUSION**

- 3.1 This report provides an update on the energy use within the Property estate taking into consideration the impact of all energy reduction measures applied by the Property Services energy and engineering team. The financial savings noted in this report for April to December 2017/18 have been achieved despite significant increases in charges for electricity.

3.2 The Property Sub Committee is asked to:

- (i) Note the efforts of the energy and engineering team in reducing energy consumption within the property estate.
- (ii) Note that the opportunity for future energy savings will become more challenging as our overall property estate is made more efficient through upgrade and refurbishment programmes.
- (iii) Requests the Executive Director (Housing & Environment) to bring back a further report on energy consumption in one year's time.

**Authors**

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
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**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Barbara Renton	Executive Director (Housing & Environment)	7 March 2018

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

<b>Strategic Implications</b>	<b>Yes / None</b>
Community Plan / Single Outcome Agreement	<b>Yes</b>
Corporate Plan	<b>Yes</b>
<b>Resource Implications</b>	
Financial	<b>None</b>
Workforce	<b>None</b>
Asset Management (land, property, IST)	<b>None</b>
<b>Assessments</b>	
Equality Impact Assessment	<b>Yes</b>
Strategic Environmental Assessment	<b>None</b>
Sustainability (community, economic, environmental)	<b>Yes</b>
Legal and Governance	<b>None</b>
Risk	<b>None</b>
<b>Consultation</b>	
Internal	<b>None</b>
External	<b>None</b>
<b>Communication</b>	
Communications Plan	<b>None</b>

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The Perth and Kinross Community Planning Partnership (CPP) brings together organisations to plan and deliver services for the people of Perth and Kinross. Together the CPP has developed the Perth and Kinross Community Plan which outlines the key things we think are important for Perth and Kinross.

- (i) Giving every child the best start in life
- (ii) Developing educated, responsible and informed citizens
- (iii) Promoting a prosperous, inclusive and sustainable economy
- (iv) Supporting people to lead independent, healthy and active lives
- (v) Creating a safe and sustainable place for future generations

- 1.2 It is considered that the actions contained within this report contribute to objective v.

#### Corporate Plan

- 1.3 The Council's Corporate Plan 2013-2018 outlines the same five objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and

shape resource allocation. It is considered that the actions contained in the report contribute to the objectives as outlined in paragraph 1.2 above.

## **2. Resource Implications**

### Financial

- 2.1 This report has no additional financial resource implications.

### Workforce

- 2.2 This report has no specific workforce implications.

### Asset Management (land, property, IT)

- 2.3 This report has no specific asset management implications.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

- 3.3 Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all qualifying plans, programmes and strategies, including policies (PPS). The proposals have been considered under the Act and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

### Sustainability

- 3.4 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.5 The proposals contained within the report are assessed to have a positive impact on sustainability, particularly with regard to reducing energy use.

#### Legal and Governance

- 3.6 This report has no legal or governance implications.

#### Risk

- 3.7 This report has no significant risk implications.

### **4. Consultation**

#### Internal

- 4.1 The Head of Legal and Governance, Head of Finance and the Head of Democratic Services have been consulted with this report.

#### External

- 4.2 Not applicable.

### **5. Communication**

- 5.1 Not applicable.

## **2. BACKGROUND PAPERS**

- 2.1 None

## **3. APPENDICES**

- 3.1 Energy Consumption in Council Buildings Case Study - Appendix 1



# **Case Study**

## **Energy Reduction at 2 High Street**

### **Background**

Property Services energy team monitor the energy use within all Perth and Kinross Council buildings forming part of the overall property estate. As part of this process, Property Services energy team highlight a list of buildings each year which are considered 'high energy users'. The office building at 2 High Street has been included on this list every year up until the completion of the full building refurbishment in October 2016.

### **Refurbishment Works (Jan 2015 to Oct 2016)**

The refurbishment project was carried out at 2 High Street to provide office accommodation in a modern, efficient and flexible environment for staff. The principal design aim was to return the building to an open plan layout maximising space utilisation after years of operating as a cellular office environment. The building improvement works, combined with upgrades to both mechanical and electrical systems, has created a new modern and energy efficient office space which embraces flexible working for circa 200 additional staff in the building post refurbishment. In addition an enhanced IT Hub was developed in the building.

### **Approach to Energy Reduction**

New mechanical and electrical infrastructure including energy efficient boiler plant and equipment, lighting, intelligent building control systems and roof mounted photovoltaics were installed as part of the overall strategy to reduce energy consumption in 2 High Street.

At the project design stage, Property Services energy team utilised a thermal modelling software package to identify the projected energy usage. This energy modelling software was then used to analyse data from newly installed gas and electric meters and building management systems (BMS). This data highlighted inefficiencies in building performance, ultimately resulting in higher energy use during times of operation. The energy team then reviewed the data and made changes to the building management and lighting controls to reduce energy consumption. These changes included:

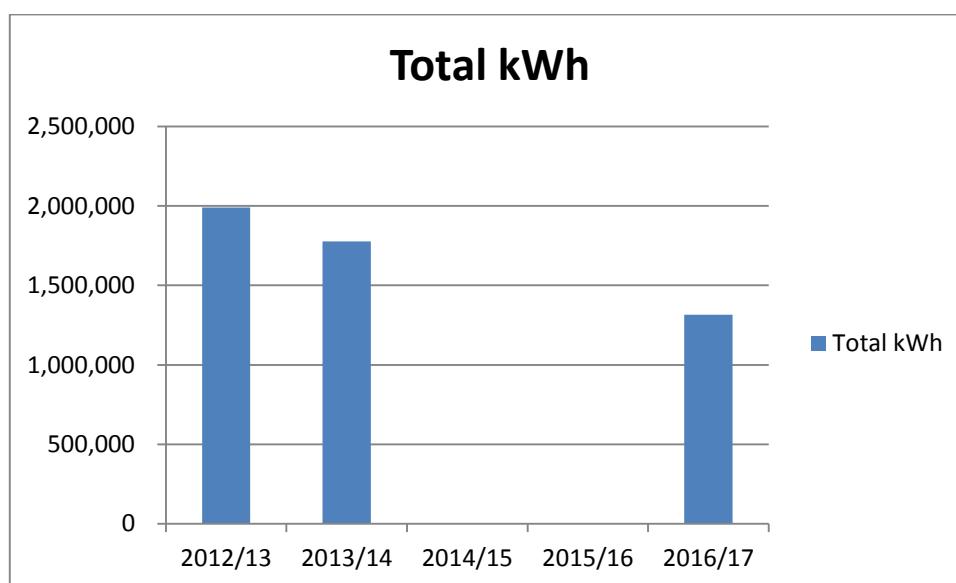
- Reduced internal set points on BMS
- Reduced heating time schedules on BMS
- Eliminate over-heating, alterations made on BMS
- Reduce main boiler flow temperature, alterations made on BMS
- Improve boiler efficiency through modulation
- Improve BMS software to maximise efficiency
- Reduce electrical load by alterations to mechanical equipment operation time
- improvements to lighting levels and control operation
- Improved efficiency of air conditioning units
- Installation of photovoltaic panels that generate electricity for air conditioning at no cost for IT Hub during warmer/summer weather.

## Outcomes

Through close energy monitoring on this project by the Property Services energy team, the energy reduction achieved for 2 High Street since the date the building was re-occupied is substantial.

The table below indicates the reduction in energy consumption for a 12 month period in 2016/17 (October 2016 to September 2017) compared to a 12 month period in 2012/13 and 2013/14. Direct comparison for 2014/15 and 2015/16 is not possible as these include the period when the building was closed and main refurbishment works were carried out.

Year (Oct to Sept)	Electricity (kWh)	Gas (kWh)	Total (kWh)
2012/13	737,751	1,253,746	1,991,497
2013/14	640,443	1,137,089	1,777,532
2014/15	N/A	N/A	N/A
2015/16	N/A	N/A	N/A
2016/17	532,235	784,217	1,316,452



Comparing the energy use in 2 High Street for a 12 month period in 2016/17 against the energy consumption in 2012/13 highlights a reduction in energy of 34% in terms of kWh used. In financial terms this equates to a saving of £32,000.