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Council Building
2 High Street
Perth
PH1 5PH

8 May 2019

A Meeting of the **Environment and Infrastructure Committee** will be held in the **Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 15 May 2019** at **13:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email 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:

Councillor Angus Forbes (Convener)	Councillor Willie Robertson
Councillor Kathleen Baird (Vice-Convener)	Councillor Lewis Simpson
Councillor Alasdair Bailey	Councillor Mike Williamson
Councillor Michael Barnacle	
Councillor Stewart Donaldson	
Councillor Dave Doogan	
Councillor John Duff	
Councillor Anne Jarvis	
Councillor Grant Laing	
Councillor Roz McCall	
Councillor Andrew Parrott	
Councillor Crawford Reid	

Environment and Infrastructure Committee

Wednesday, 15 May 2019

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 MINUTE OF THE MEETING OF THE ENVIRONMENT AND INFRASTRUCTURE COMMITTEE OF 20 MARCH 2019 FOR APPROVAL AND SIGNATURE** **5 - 12**
(copy herewith)
- 4 BUSINESS MANAGEMENT AND IMPROVEMENT PLAN 2019-20** **13 - 60**
Report by Executive Director (Housing & Environment) (copy herewith 19/133)
- 5 ROADS MAINTENANCE PARTENERSHIP AGREEMENT** **61 - 84**
Report by Executive Director (Housing & Environment) (copy herewith 19/134)
- 6 CYCLING, WALKING AND SAFER STREETS (CWSS) PROJECTS 2019/20** **85 - 116**
Report by Depute Director (Housing and Environment) (copy herewith 19/135)
- 7 COMMUNITY ENVIRONMENT CHALLENGE FUND UPDATE** **117 - 132**
Report by Executive Director (Housing and Environment) (copy herewith 19/136)
- 8 DELIVERY OF RETAIL FAÇADE IMPROVEMENTS AND TOWN CENTRE MANAGEMENT INITIATIVES IN RURAL TOWNS** **133 - 146**
Report by Executive Director (Housing and Environment) (copy herewith 19/140)
- 9 DISABLED PERSONS' PARKING PLACES (VARIATIONS) ORDER** **147 - 154**
Report by Depute Director (Housing and Environment) (copy herewith 19/137)
- 10 LAND REFORM (SCOTLAND) ACT 2003 - PROPOSED SECTION 11 EXEMPTION ORDER: 2019 SOLHEIM CUP** **155 - 172**
Report by Depute Director (Housing and Environment) (copy

herewith 19/138)

- 11 AMENDMENTS TO THE LIST OF PUBLIC ROADS**
Report by Depute Director (Housing and Environment) (copy
herewith 19/139)

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PERTH AND KINROSS COUNCIL
ENVIRONMENT AND INFRASTRUCTURE COMMITTEE
20 MARCH 2019

ENVIRONMENT AND INFRASTRUCTURE COMMITTEE

Minute of meeting of the Environment and Infrastructure Committee held in the Council Chamber, 2 High Street, Perth on 20 March 2019 at 1.00pm.

Present: Councillors A Bailey, K Baird, M Barnacle, D Doogan, S Donaldson (up to Art.150), J Duff, D Illingworth (substituting for Councillor Forbes) (up to Art.150), A Jarvis, G Laing, R McCall, A Parrott, C Reid, W Robertson, L Simpson and M Williamson.

In Attendance: B Renton, Executive Director (Housing and Environment); K McNamara, Depute Director (Housing and Environment); W Young, B Cargill, A Finlayson, A Graham, D Littlejohn, L Maclean, J McCrone, D McKeown, M Morgan and M Roy (all Housing and Environment); C Flynn and K Molley (Corporate and Democratic Services).

Apologies for Absence: Councillor A Forbes.

Councillor K Baird, Vice-Convenor, Presiding.

137. WELCOME AND APOLOGIES

The Vice-Convenor welcomed everyone to the meeting and an apology was noted above.

138. DECLARATIONS OF INTEREST

In terms of the Councillors' Code of Conduct:

- (i) Councillor S Donaldson declared a non- financial interest in Art.151.
- (ii) Councillor D Illingworth declared a financial interest in Art.151.

139. REQUEST FOR DEPUTATION

In terms of Standing Order 72, The Committee agreed that Andrew Warrington and Carol Duncan, Trustees of the Auchterarder Community Bus Group, be allowed to address the Committee in relation to Art 141.

140. MINUTE OF PREVIOUS MEETING

The minute of the meeting of the Environment and Infrastructure Committee of 23 January 2019 (Arts 29-39) was submitted and approved as a correct record and authorised for signature.

141. AUCHTERARDER COMMUNITY FACILITIES FUND

There was submitted a report by the Executive Director (Housing and Environment) (19/80) seeking the determination of an application for funding from

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20 MARCH 2019

Auchterarder Community Bus Group for a contribution of £15,000 towards an Auchterarder Town Bus Service.

Mr Warrington and Ms Duncan addressed the Committee and answered questions from members before returning to the public gallery.

Resolved:

- (i) A grant of £150,000 over four years be made to Auchterarder Community Bus Group, towards the cost of the Auchterarder Town Bus Service, subject to available monies within the fund, match funding availability and satisfactory income generation from fares revenue.
- (ii) The Executive Director (Housing and Environment) be requested to bring back a report on the progress of the Auchterarder Town Bus Service in due course.

142. PERTH CYCLE NETWORK MASTERPLAN

There was submitted a report by the Executive Director (Housing and Environment) (19/81) (1) outlining the context for developing the Perth Cycle Network Masterplan in relation to environmental and transport pressures along with community, health and business benefits; and (2) seeking approval to integrate the development of cycle networks within strategic planning and placemaking guidance.

Resolved:

- (i) The current policy support for cycling investment as part of broader transport investment, be noted.
- (ii) It be agreed to submit the final business case to Sustrans and Transport Scotland by the deadline of 26 April 2019 based on known match funding from Perth & Kinross Council, be agreed.
- (iii) The Cycling Masterplan as detailed in Appendix 1 to report 19/81), allowing officers to augment and provide appropriate design principles and concepts for the core route projects, be approved.
- (iv) It be agreed that design details for different roads hierarchies should be prepared for the Local Development Plan 2 Placemaking Supplementary Guidance technical note on Cycle Friendly Routes and Cycle Friendly infrastructure.
- (v) It be noted that an update on the outcome of the final decision will be provided to Committee after the summer, to advise on how the investment will proceed or an alternative approach if the bid is not successful.

143. ROAD SAFETY PROJECTS ASSESSMENT CRITERIA

There was submitted report by the Depute Director (Housing and Environment) (19/83) proposing a criteria-based system approach for prioritising the large number of ad-hoc requests that the Traffic Management and Roads Safety team receives for additional road safety measures.

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20 MARCH 2019

Motion Councillors Baird and Duff

- (i) The work underway to respond to the demand challenges facing the Traffic and Network Team, be noted.
- (ii) The assessment criteria for use in prioritising requests for traffic management and road safety schemes as detailed at paragraphs 2.2, 2.3 and 2.4 above and in Appendix 1 to Report 19/83, be approved.

Councillors Bailey and Parrott whilst agreeing the assessment criteria for traffic management and road safety schemes as detailed at paragraphs 2.2, 2.3 and 2.4 and in Appendix 1 of the report, suggested amendments to Appendix 1 to Report 19/83 as follows:

Appendix 1 Collisions

- 1 point for slight, 3 points for serious and 5 points for fatal.

Appendix 1 Causalities

- 1 point be added to the Casualty category for each person slightly injured, 3 points for each person seriously injured and 5 points for each fatality.
- Officers shall, at their discretion, be able to reduce the score of locations where fatal or serious accidents have occurred but where the police report concludes that road design was not a contributory factor.

Councillors Baird and Duff agreed to accept the changes as proposed by Councillors Bailey and Parrott.

Thereafter the Committee resolved:

- (i) The work underway to respond to the demand challenges facing the Traffic and Network Team, be noted.
- (ii) The assessment criteria for use in prioritising requests for traffic management and road safety schemes as detailed at paragraphs 2.2, 2.3 and 2.4 above and in Appendix 1 to Report 19/83 be approved subject to the following amendments to Appendix 1:

Appendix 1 Collisions

- 1 point for slight, 3 points for serious and 5 points for fatal.

Appendix 1 Causalities

- 1 point be added to the Casualty category for each person slightly injured, 3 points for each person seriously injured and 5 points for each fatality.
- Officers shall, at their discretion, be able to reduce the score of locations where fatal or serious accidents have occurred but where the police report concludes that road design was not a contributory factor.

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144. SCHOOL EXCLUSION ZONES

There was submitted a report by the Depute Director (Housing and Environment) (19/84) assessing the trial of School Exclusion Zones, with recommendations for future actions.

Resolved:

- (i) The information within the report in relation to the trials at the four schools, be noted.
- (ii) The retention of the School Exclusion Zone for Arngask Primary School on its current form through the creation of a Traffic Regulation Order, be approved.
- (iii) Officers be requested to undertake an engagement exercise with members of the community to gauge opinion about whether the School Exclusions Zone should be extended to cover Greenbank Crescent, Glenfarg.
- (iv) The retention of the School Exclusion Zone for Burrelton Primary School in its current form through the creation of a Traffic Regulation Order, be approved
- (v) The retention of the School Exclusion Zone for Coupar Angus Primary School in its current form through the creation of a Traffic Regulation Order, be approved.
- (vi) The retention of the School Exclusion Zone for Luncarty Primary School in its current form through the creation of a Traffic Regulation Order, be approved.
- (vii) The Depute Director (Housing and Environment) be requested to bring areport recommending additional schools where the School Exclusion Zones could be installed to the Committee meeting in Autumn 2019.

145. PERTH AND KINROSS 20MPH SPEED LIMIT TRIAL

There was submitted a report by the Depute Director (Housing and Environment) (19/85) setting out the trial sites that have been identified to help inform a refresh of the current 20mph Speed Limit Strategy.

Resolved:

- (i) The Depute Director (Housing and Environment) be requested to bring a further report on the completion of the 18 month trial.
- (ii) The proposal for Errol as outlined in paragraphs 2.7 and 2.8 of report 19/85, be approved.
- (iii) The proposal for Rattray as outlined in paragraph 2.9 of report 19/85, be approved.
- (iv) The proposal for Aberfeldy as outlined in paragraphs 2.10 and 2.11 of report 19/85, be approved.
- (v) The proposal for Dalginross, Comrie as outlined in paragraphs 2.12 of report 19/85, be approved.
- (vi) The proposal for Kinnesswood as outlined in paragraph 2.13 of report 19/85, be approved.
- (vii) It be approved that the Traffic and Network team start consulting with members of the public.
- (viii) Preparation of the Traffic Regulation Order for the sites agreed for the trial, be approved.

146. CITY OF PERTH WINTER FESTIVAL

There was submitted a report by the Depute Director (Housing and Environment) (19/86) outlining the approach taken to the development and implementation of the 2018/19 City of Perth Winter Festival and its estimated impacts.

Resolved:

- (i) The approach to the development of the Perth Winter Festival in 2018/19 and its performance, be noted.
- (ii) Ongoing engagement with elected members on the development of the future Winter Festival programmes, be approved
- (iii) The feedback on the 2018 Free Festive Parking initiative, be noted.
- (iv) It be agreed that a report on proposals for free parking in Perth and Kinross Council car parks for the festive season 2019, be submitted to a future meeting.

147. ACTIVE TRAVEL STRATEGY – RE-DETERMINATION OF MONCUR ROAD, INCHTURE – FOOTWAY FOR SHARED USE (WARD 1)

There was submitted a report by the Depute Director (Housing and Environment) (19/87) seeking approval to commence the legal process to re-determine the footway at Moncur Road, Inchture to be shared use for pedestrians and cyclists.

Resolved:

The legal process for the promotion of a Redetermination Order under Section 152(2) of the Roads (Scotland) Act 1984 to allow the footway identified in Appendix 1 to Report 19/87 to be converted to shared use for pedestrians and cyclists, be approved.

148. PROPOSED 30MPH & 40MPH SPEED LIMITS AT REDGORTON (B8063, B9099, U42 & MAIN STREET) (WARD 5)

There was submitted a report by the Depute Director (Housing and Environment) (19/88) detailing a proposal to introduce 30mph and 40mph speed limits at Redgorton (B8063, B9099, U42 and Main Street) and (2) recommending the start of varying the Traffic Regulation Order for the 30mph and 40mph speed limits.

Resolved:

The promotion of a variation to the relevant Traffic Regulation Order to allow the start of the process towards the introduction of a 30mph and 40mph speed limit, as described in Appendix 1 to Report 19/88, be approved.

149. PROPOSED TAXI TRANK CLEARWAY MURRAY STREET, POMARIUM STREET & SOUTH STREET, PERTH AND WELLMADOW CAR PARK, BLAIRGOWRIE (WARD 12 & 3)

There was submitted a report by the Depute Director (Housing and Environment) (19/89) (1) outlining the problems experienced at the various taxi ranks across Perth and Kinross; and (2) recommending the creation of a Taxi Rank Clearway Order to allow the existing taxi ranks to be enforced on Murray Street, Pomarium Street & South Street, Perth and Wellmeadow Car Park, Blairgowrie (Wards 12 & 3).

Resolved:

The creation of a Traffic Regulation Order to introduce Taxi Rank Clearway restrictions on Murray Street, Pomarium Street & South Street, Perth and Wellmeadow Car Park, Blairgowrie, as described in Appendix 1, 2, 3 and 4 to Report 19/89, be approved.

150. VALEDICTORY

The Vice-Convener referred to the retrial of Willie Young, Head of Environmental and Consumer Services. Willie had been an employee of the Council since 1992 and throughout this time had worked with many Councillors and Officers.

Willie thanked the Vice-Convener for her kind words and wished everyone at Committee all the best for the future.

IT WAS RECOMMENDED 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

COUNCILLORS S DONALDSON AND D ILLINGWORTH LEFT THE MEETING AT THIS POINT.

151. SERVICE LEVEL AGREEMENT WITH PERTH AND KINROSS HERITAGE TRUST

There was submitted a report by the Executive Director (Housing and Environment)(19/82) recommending (1) approval of the Service Level Agreement with Perth and Kinross Heritage Trust for the provision of archaeological and conservation services; and (2) the development of a Memorandum of Understanding as the basis for broader partnership working and collaboration to help secure further investment in the historic environment.

Resolved:

- (i) The Service Level Agreement specification for the provision of defined services to be provided by Perth and Kinross Heritage Trust and the Council on the basis of the services set out in Appendix 2 to report , be agreed.

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- (ii) Support for an enhanced service specification if agreed will require additional funding which will be met from the Housing and Environment Revenue Budget, be noted.
- (iii) It be agreed to progress the development of a Memorandum of Understanding as the basis for broader collaboration and investment in the historic environment with Perth and Kinross Heritage Trust and other partners.
- (iv) The Executive Director (Housing and Environment) be requested to bring back the Memorandum of Understanding to Committee in due course.

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## PERTH AND KINROSS COUNCIL

Housing and Communities Committee – 15 May 2019  
 Environment & Infrastructure Committee – 15 May 2019  
 Scrutiny Committee – 12 June 2019

### Business Management & Improvement Plan 2019-20

#### Report by Executive Director (Housing and Environment) (Report No. 19/133)

This report presents the first combined Housing & Environment Annual Performance Report for 2018/19, and Business Management Improvement Plan 2019-20.

#### 1. BACKGROUND / MAIN ISSUES

- 1.1 Council Services produce a combined Annual Performance Report (APR) and Business Management Improvement Plan (BMIP) on an annual basis. These documents set out the key actions which the Service will deliver in the coming year, to ensure better outcomes for everyone in Perth & Kinross that also report on the previous year's performance.
- 1.2 These plans are an important part of the strategic planning framework for the organisation, translating the strategic objectives of the Community Plan (Local Outcome Improvement Plan) and Corporate Plan into the contributions that each Service makes to achieving these objectives, including supporting actions and performance indicators. Individual team plans are then developed, based on Service BMIPs.

#### 2. PROPOSALS

- 2.1 This is the first combined APR and BMIP for the Housing and Environment Service. The BMIP focusses on our key service objectives and aims to:-
  - provide clear direction and actions for the future within the context of national agendas, the Community Plan (Local Outcome Improvement Plan) and the Corporate Plan.
  - set the context within which we work, including workforce development, financial overview and performance and risk management.
  - outline our key strategic priorities and improvement areas.
  - provide a focus on delivery of outcome focused services.
  - set out our objectives, with measures and targets.
- 2.2 Our Annual Performance Report includes the following:-
  - what we have done to achieve our strategic objectives and outcomes
  - key performance indicators, with results for each indicator
- 2.3 The APR and BMIP have continued to be developed in collaboration with managers and team leaders. A number of workshops have been undertaken to collectively build on our ethos, culture and objectives across the Service

We aim to further embed this approach over the coming months through more staff engagement sessions and visits.

2.4 In the coming year our key priorities will be:-

- Supporting business to grow and attract investment and higher value jobs into Perth & Kinross, along with working towards securing new hotel accommodation in Perth City Centre.
- Narrowing inequalities gaps and demonstrating a consistent and systematic approach to prevention, particularly in relation to The Child Poverty Action Plan.
- Further supporting our homelessness approach through our Rapid Rehousing Plan.
- Focussing on the connections between leadership, organisational culture and employee engagement to continue the integration of our Service.
- Enhancing our consultation and engagement with communities to ensure consistently high standards across the Service.

2.5 We will take forward these priorities by building on and embedding our performance management framework across the Service. Key to demonstrating progress towards the achievement of these priorities will be team plans which will :-

- provide clarity of purpose for teams across the Service and a yardstick to assess progress against targets.
- link strategic plans to employee roles.
- improve accountability.
- ensure learning and development is linked to supporting improvement.

### 3. CONCLUSION AND RECOMMENDATIONS

3.1 The Housing and Communities Committee and the Environment and Infrastructure Committee are asked to approve the first combined Housing & Environment Annual Performance Report (2018/19) and Business Management Improvement Plan (2019/20).

3.2 The Scrutiny Committee is asked to scrutinise and comment as appropriate on the contents of the Annual Performance Report and the Business Management Improvement Plan.

#### Author

| Name          | Designation                  | Contact Details |
|---------------|------------------------------|-----------------|
| Fraser Crofts | Head of Business & Resources |                 |

#### Approved

| Name           | Designation                                 | Date       |
|----------------|---------------------------------------------|------------|
| Barbara Renton | Executive Director<br>Housing & Environment | 3 May 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

1.1 The Community Plan and the Council's Corporate Plan, has five outcomes which provide clear strategic direction, inform decisions at a corporate and service level and shape resource allocation.

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

This report contributes to all five outcomes.

### 2. Resource Implications

#### Financial

2.1 None

#### Workforce

2.2 There are no workforce implications.

Asset Management (land, property, IT)

2.3 None

**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 The proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) and were assessed as not relevant for the purpose of EqIA.

Strategic Environmental Assessment

3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. However, no action is required as the Act does not apply to the matter presented in this report.

Sustainability

3.4 None

Legal and Governance

3.5 None

Risk

3.6 Risk Management features as part of the 'organised to deliver' section of the BMIP. The Housing and Environment Senior Management Team regularly review monitoring reports that highlight individual project progress and risk.

**4. Consultation**

Internal

4.1 The Head of Legal and Governance has been consulted in the preparation of this report.

External

4.2 None

## **2. BACKGROUND PAPERS**

2.1 There are no background papers.

## **3. APPENDICES**

3.1 **Appendix 1** – Housing & Environment Business Management Improvement Plan 2018/19.



# **HOUSING and ENVIRONMENT SERVICE**

## **Joint Service Annual Performance Report 2018/19 & Service Business Management and Improvement Plan 2019/20**

Version as at 03.05.19

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# 1. INTRODUCTION

Housing & Environment are pleased to introduce our second Business and Management and Improvement Plan for Housing and Environment, following our formation on 1 April 2018. It has been a very exciting and productive year. We have continued to undertake a range of activities to create a unified service, focused on our key objectives developed by staff. This has included an ongoing programme of engagement across the whole service to ensure that the aims, ethos and culture are understood and adopted in all of our areas of activity, and demonstrated by all our employees.

We continue to deliver a significant number of successes over the last year – our tenant satisfaction levels have never been higher, our approach to homelessness continues to achieve good outcomes for people, we work with large number of volunteers to make Perth and Kinross more attractive and we have supported many people into jobs. These are only a few of our highlights.

A key issue for us over the next year, and beyond, will be to consult and engage more effectively with our employees, our service users and our communities. As a service, we currently do this in a variety of ways, but there is a need to do it on a more consistent basis. While we have many examples of good practice in working with our tenants, service users and communities, we need to develop this further, particularly within the context of our new service. Over the last year, we have produced a consultation and engagement policy and we will roll this out across the Service as the year progresses. This will also be undertaken through the emerging Perth and Council Offer, which will be developed in a collaborative way with all our stakeholders. Listening more will be a key component of our future approach. We will develop our ‘think yes’ approach across the Service, and when we are unable to do things asked of us, we will explain why, while looking for other ways we can help.

As ever, we continue to face a number of challenges including changing demographics both in terms of our ageing population, a growing number of people with additional support needs, the ongoing financial pressures faced by the public sector, and the unknowns currently arising as a result of exit from the European Union. The latter has added considerably to the work of the service, both from the business continuity perspective and the leading role officers have undertaken to ensure that the Council, EU citizens in our area and businesses understand the potential impact of the EU Exit.

There has been genuine commitment to the level of ownership of our improvement agenda by everyone across the whole Service. There is still work to be done, but it is clear that the development of the Service, along with the required culture change, is not simply the work of managers to lead and deliver. It is the role for all of us across the Service. Based on the evidence, commitment and enthusiasm to date from all those involved, there is confidence that we will continue to work together towards our objectives, and deliver the best services possible to our residents, investors and visitors.

Barbara Renton  
Executive Director

Keith McNamara  
Depute Director

## 2. VISION, STRATEGIC OBJECTIVES and SERVICE PRIORITIES

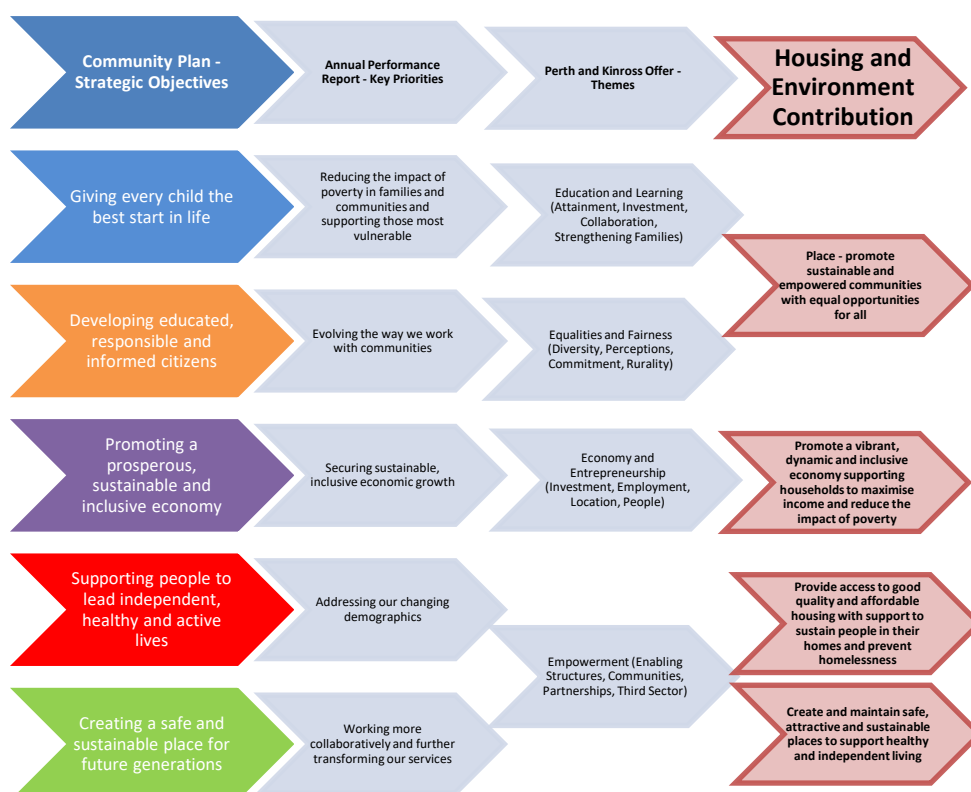
### OUR VISION

We support the Vision of the Community Planning Partnership, for our area:

***“Creating a confident, ambitious and fairer Perth and Kinross, for all who live and work here.”***

This report and plan translates how Housing & Environment contributes towards the achievement of both the vision and the strategic objectives set out within the Community Plan and Corporate Plan in the delivery of positive outcomes for our citizens and communities. The following diagram set out how the Housing and Environment objectives fit with the wider corporate and Community Planning strategic priorities.

### THE COUNCIL’S STRATEGIC OBJECTIVES



The delivery of these outcomes is underpinned by our shared ethos and culture:-



# GIVING EVERY CHILD THE BEST START IN LIFE & DEVELOPING EDUCATED, RESPONSIBLE AND INFORMED CITIZENS

## Our contribution:

Teams across Housing and Environment have a key role in giving every child the best start in life and in helping to develop responsible and informed citizens. We continue to work with all partners to achieve positive outcomes and deliver the Fairer Futures ambition to give every child a **strong start** and **equal footing in life** in respect of chances, choice and confidence.

Overcrowding, homelessness, dampness, fuel poverty, poor neighbourhood condition, and negative aspects of place and community can have a detrimental impact on our children and young people's developmental milestones, educational attainment, emotional wellbeing and wider outcomes in life.

Our contribution includes preventing and responding to homelessness by ensuring that families have immediate access to good quality housing. We recognise that good quality affordable housing, of the right size and close to family networks, employment and education can positively impact on children and young people. Through our Common Housing Register and Housing Options approach, we aim to meet the housing needs of households in our communities.

We recognise the significant challenge faced by all services and communities in tackling and mitigating the impact of child poverty. We are supporting the development of the Child Poverty Action plan and have a key contribution to make in mitigating and addressing child poverty in the area through a focus on:

- maximising our tenants incomes, reducing households costs and maintaining rents at affordable levels
- minimising fuel poverty
- supporting the availability of affordable public transport
- supporting digital connectivity within rural areas
- the delivery of employability initiatives
- investment in a range of activities to sustain and grow our economy

Open space allows children and young people to be physically active and challenge themselves so they sleep and eat well and form healthy habits. We know that children and young people who play outdoors often have better social networks, are more confident and are more involved in their local communities than those who are outside less often.

We recognise that communities value opportunities that enable children to play outdoors including green space, parks and in their local streets.

Our contribution is significant. Our Community Greenspace team ensures the provision and maintenance of 142 high quality play parks, paths and open spaces, along with a range of activity programmes and educational events that encourage family activity and sport. Our local spaces are well designed, maintained and free to use, so all children and young people can get involved – regardless of their background, gender, age, stage or ability.

We recognise the importance of the whole play landscape for children and young people, and where appropriate take measures to curb or calm traffic, provide well-lit footpaths and walk ways, gathering spaces and litter bins. Our Community Safety team work with communities and Police Scotland to address any concerns and ensure that young people feel safe.

Our Public Transport team organises travel to school for school age children and, through active engagement with schools and parent teacher associations, we raise awareness and undertake enforcement of safe parking around schools.

## Performance Summary for 2018/19

A proactive approach to early intervention and prevention through a range of measures including the integrated schools programme, family mediation, our hospital and prison discharge protocols and personalised budgets has led to a **reduction of 6.1%** in the overall number of households presenting as homeless (from 999 in 2017/18 to 938 in 2018/19).

Positively, the number of families presenting as homeless over the last 12 months has **reduced by 24% from 306 to 232**, demonstrating our continued commitment to minimising the impact of homelessness on children.

We have reviewed our Integrated Schools Programme during 2018/19. The programme, initially focussed on homelessness and housing issues facing young people, has been enhanced to incorporate awareness of drug and alcohol issues. The sessions enable young people to think about their personal attitudes and values which influence homelessness and their decisions about drug and alcohol use. Sessions have been delivered to all S3 and S4 pupils in the majority of our secondary schools.

While the overall reduction in homeless presentations is very encouraging, we continue to face challenges in supporting young people with their housing situations. A small increase in the number of young people presenting as homeless can, in part, be attributed to our proactive schools programme and the delivery of comprehensive information for young people on housing options. This demonstrates that young people are accessing and receiving professional advice and assistance in respect of their housing circumstances.

In April 2018, we introduced personalised budgets to allow frontline staff to use this fund for homeless prevention or to respond to crisis situations.

Nationally, many Local Authorities have been criticised for their continued use of Bed and Breakfast and indeed for breaches of the Unsuitable Accommodation Order, whereby households with children are placed into B&B accommodation for longer than 7 days. In Perth and Kinross we have not used B&B routinely for a number of years, and where we do, this is in response to emergency situations such as fires, floods or domestic abuse cases that occur over the weekend.

During 2018/19, there were 4 short stay bed and breakfast placements of one or two nights while alternative housing was sought. This is a significant achievement in the **national** context of homelessness with 345 breaches of the Homeless Persons (Unsuitable Accommodation) (Scotland) Order 2014, between April and September 2018 across Scotland. Perth and Kinross Council have not breached the Unsuitable Accommodation Order since 2008.

Our 1.5% rent increase has placed us at around the 6<sup>th</sup> lowest Local Authority rent in Scotland and ensured that our rent levels remain affordable to all of our tenants. The installation of a range of home improvements and energy saving measures across our housing stock and within the private sector has helped to reduce household fuel bills and minimise fuel poverty. These measures support our commitment to mitigating the impacts of child poverty for many of our households.

This year, our intergenerational work involved primary school children interacting with residents within our sheltered housing complex to share skills. Residents were able to help children with projects on the eco system by sharing their gardening knowledge and the children were able to assist residents to develop technological skills.

During the year the Housing Team have revised our child and vulnerable adult policy and procedures. Staff across the service have continued to attend relevant child protection training and to further enhance our person centred approach, we undertook a programme of awareness training to staff in relation to Adverse Children Experience (ACE).

Officers from Housing and Community Greenspace have played a key role in supporting colleagues in Education & Children's Services with the development and implementation of the Perth and Kinross Play Strategy. This has a particular focus on play in the community and a review on the Council's Playground Strategy.

Community Greenspace has continued the programme of capital investment upgrading 9 play areas during 2018/19. These included community led improvements at St Fillans with a new play area and MacRosty Park in Crieff with the completion of a new 'all abilities' extension of the play area. A further 4 play area upgrades have started on site and design work for the next priority sites, including engagement with local schools and workshops is underway.

A new seven year café franchise has been opened at the South Inch Pavilion in Perth, seeing significant private investment in developing a much enhanced facility beside the premier children's play area.

In partnership with Pitlochry High School, the Cairngorms National Park Authority and the John Muir Trust our Community Greenspace Team supported, the Junior Ranger programme in Highland Perthshire. Young participants completed a weeks' course, learning about the National Park, exploring new areas, getting involved in conservation projects and learning bush craft skills. The week concluded with a presentation to parents and past pupils. A follow-up programme, run at weekends and during school holidays, enables pupils to participate in conservation management and practical tasks.

The Council's Westbank site has developed its role as a community asset where people and partners work together. It offers Modern Apprenticeships in horticulture and other related outdoor skills and activities: In Addition, young people who have disengaged at school are able to come to the site and gain an insight to work, learn new skills, and develop qualifications in partnership with their school.

The Council's wider capital investment plan including schools has allowed the Service to leverage community benefits related to construction activities being planned and in progress. Graduates, school placements and training opportunities/achievements are tracked and form part of continuous improvement targets.

The cumulative impact of our work has been significant. We have minimised the impact, stigma and duration of homelessness for many children and young people. Participation in outdoor play, intergenerational activities and work experience has enhanced many young people's resilience, confidence, social skills and general wellbeing. Our commitment to staff training ensures that children and young people at risk are identified and protected.

## **Our Focus for 2019/2020**

- In collaboration with partners, develop and publish our Local Child Poverty Action Report in response to The Scottish Government's Child Poverty Delivery Plan 2018-22 "*Every child, every chance*"
- Deliver planned investment in new schools, play areas and community greenspaces and road safety measures.
- Continue active engagement with partners to deliver community benefits in the form of training, employability skills and work placements as a dividend of the Council's capital investment.

# PROMOTING A PROSPEROUS, SUSTAINABLE AND INCLUSIVE ECONOMY

## Our contribution:

Through the Tay Cities Regional Economic Strategy, we will deliver inclusive growth by addressing inequality of economic opportunity, improve productivity by supporting the creation of higher value, better paid jobs, and deliver a more prosperous and fairer future for people in our area. The agreed heads of terms for the Tay Cities Deal will see over £150m of new Scottish and UK Government investment in our area over the next 10-15 years, in addition to the significant £600m capital investment already committed by the Council.

Our Local Development Plan sets out policies and proposals to ensure our area continues to be an attractive place to live and has a good supply of housing and employment land.

Together with other public, private and third sector partners, we invest in physical and digital infrastructure; business and skills development; events and festivals to sustain and grow our economy. We also want to attract new businesses and employment into the area and collectively continue our drive to make Perth one of Europe's greatest small cities.

It is important that we harness our investment to ensure that those most in need of employment are not excluded. We adopt an Inclusive Growth approach including, for example, the use of Community Benefit clauses in our contracts, whenever possible and encouraging payment of the Scottish Living Wage. We positively influence employment rates and average earnings by supporting businesses and individuals directly, as well as through our partnerships with Business Gateway, Growbiz and Employment Connections Hub services.

We will also continue to work with the private sector to ensure all households across Perth and Kinross can access superfast broadband and that our key settlements have access to a Full Fibre Network.

We support our tenants and residents to maximise their income through signposting and supporting them to enhance and develop their skills. By doing so, we aim to enhance their employment opportunities and contribute to the Fairer Futures aims under Fairer Working Lives.

We continue to focus on the delivery of efficient services to ensure that our tenants' rents remain at levels that are affordable to them, based on local income levels.

## Performance Summary for 2018/19

Following 20 months of discussions and negotiations, the Heads of Terms for the Tay Cities Deal were agreed in November 2018. The Deal will result in the biggest ever injection of capital into the wider region over a 10 year period, with almost 50% of the £350 million funding being allocated to projects physically located in Perth & Kinross that will deliver economic impact regionally and nationally.

Significant progress was also made in delivering the economic development priorities contained within the Council's capital programme. Work commenced at the former St John's primary school in Perth to deliver the Creative Exchange – one of the most exciting projects of its type in Scotland providing a home for the Famous Grouse Ideas Centre, workspace for creative industries businesses, and teaching facilities for Perth College UHI students. A café and exhibition area will also be provided to encourage public interaction with both visitors and local residents.

Outreach programmes with North Perth communities is an important part of the Creative Exchange's inclusive growth ethos. In the city centre, work also commenced on the reimagination of the former St Paul's Church to provide a new public performance space.

The second Perth and Kinross Local Development Plan was also approved by the Council and submitted for examination prior to seeking adoption in 2019. This is a milestone document setting out the Council's policies and proposals to support sustainable economic growth as well as creating great places.

A core part of economic development activity is our support for business growth. Over the past year, Business Gateway supported 321 business start-ups and 39 early stage growth companies. Business Gateway ran 54 start-up workshops and 7 existing business workshops. European Regional Development Funding led to 136 businesses accessing expert help particularly on exporting. 42 individuals participated in our Famous Grouse Accelerator Programme and 270 individuals were given Human Resources support and advice. We also continued to support the Growbiz Programme in rural Perth & Kinross which is targeted at micro-business and social enterprise creation.

A key milestone was achieved at the Perth Food & Drink Park with the completion of five food manufacturing units. All five of these units are now leased with demand being expressed for a further phase.

The Council recognises that inclusive growth across our large geography will be assisted by ensuring residents and business have access to super and ultra fast broadband. The Scottish Government's R100 programme continues to roll out access to superfast broadband. The Council, along with Tay Cities partners, submitted an ambitious bid in 2018 to the UK Government to use public sector buildings as hubs for the roll-out of ultrafast broadband in larger communities outside Perth.

Although unemployment across Perth and Kinross remains low, there are still many workless households, or households where income levels are too low. A total of 407 people were assisted into work through the Employment Connections Hub. In 2018/19, the new EmployabilityTAY project was delivered across the region focussing on individuals with specific employment barriers and in Perth and Kinross we achieved 59 job outcomes. Across the programme, we achieved a 68% outcome rate, which is well above the national standard of 55% for employability outcomes. The Council launched its Rural Micro Enterprise Fund which offered grants towards 90% of eligible project costs to a maximum value of £5,000. The scheme was oversubscribed with a total of 36 applications approved in 2018/19.

Two Construction Skills Academies were run to secure job opportunities on the A9/A85 construction project, illustrating the important role our major capital projects can play in delivering wider Community Benefits. One Hospitality Skills Academy was also delivered to assist rural hotel address recruitment/retention issues.

Our Inward Investment activities in 2018/19 included working with the Lamberkine Trust to convert aspiration into an investor ready proposition that could feature in the Scottish Cities Alliance Pitch Book, promoting hotel investment and development opportunities at an event in London in partnership with Scottish Development International and attending MIPIM 2019, again to promote hotel investment opportunities.

The Winter Festival is now a major highlight of Scotland's events calendar, and the 2018/19 programme was no exception with the Christmas Lights switch-on event alone generating an estimated £1.96 million of net additional expenditure. Our Scotland's Tay Country travel trade campaign generated 11 new business opportunities in Perth and Kinross and we supported 15 businesses to attend the VisitScotland Expo.



We undertook a range of measures to maximise income and reduce household costs:-

- In partnership with our tenants, our rent restructure project provided the opportunity to create a transparent and fair rent system. A rent affordability model was developed which demonstrated that our rent levels remained affordable to our current and future tenants based on local income levels. Our average rent level is 20% lower than similar housing options in the area and our rent levels remain around the 6<sup>th</sup> lowest in Scotland.
- Our Energy Efficiency Programme and HEAT ensures people are aware of other opportunities to maximise their incomes by saving on their fuel costs, through private sector grants and schemes.
- The continuing investment, in energy efficiency improvements (such as installation of new central heating systems, renewable technologies, and wall insulation) is helping people lower energy bills and increase the energy efficiency of our housing stock.

## **Our Focus for 2019/20**

- Commence delivery of the funded Tay Cities Deal projects with a site start on the new cultural attraction at Perth City Hall; and complete our key projects at St Paul's and Creative Exchange.
- Engage with investors to support the investment and delivery of additional hotel capacity within Perth City.
- Deliver economic development activity to:
  - (i) establish a new Rural Recruitment Incentive, supporting rural business to recruit young rural residents.
  - (ii) introduce new support to businesses for Market and Trade Development
  - (iii) review and enhance our support for Inward Investment
- Deliver the £1.9m Town Centres Fund to stimulate and support town centres as well as establish the Perth City Centre Action Group.

## SUPPORTING PEOPLE TO LIVE INDEPENDENT, HEALTHY AND ACTIVE LIVES

### Our contribution:

Our staff play a central role in supporting people to live life well, wherever they stay, and whatever their stage in life. Every day, we work closely with our partners, tenants and residents to enable people to remain in their homes, preventing homelessness and ensuring housing needs are identified and met.

Safe and secure housing is a basic human need, and through our Local Housing Strategy we ensure people have access to the right type of housing and support to enable them to live as independently as possible at home. Our Housing Service is a partner with Perth and Kinross Health and Social Care Partnership, and plays a key role in helping to achieve the national health and wellbeing outcomes.

People are living longer and many are healthy and independent. However, people who experience ill health or have a range of support and care needs - due to mental health, homelessness, learning disability, age, substance misuse issues for example - often need additional support. Our Floating Housing Support Service enables vulnerable individuals at risk of losing their tenancy to live independently and maximise their independence. It aims to provide short term personal outcomes focussed support, on both a practical and emotional level, to help people live independently.

We ensure that housing developments are flexible and meet the housing for varying needs standards to address people's existing and longer term needs. Many of our new build properties are designed to facilitate independent living to meet the specific needs of households in the area for example wet floor showers, wheelchair access, assisted bathing facilities and additional bedrooms for carers. We undertake a range of minor and major adaptations, such as property extensions, the installation of safety rails and ramps, stair lifts and level access showers to allow people to live in their existing homes.

We keep Perth and Kinross on the move, so that people stay mobile, connected and able to access services and activities. We manage and maintain the 2,700 kilometres of roads network. We ensure that people who rely on parking, can do so by providing parking spaces for motorists with disabilities and supplying around 2,500 blue badges each year. One in five households across Perth & Kinross does not have access to a vehicle. Our ongoing investment in public sector bus travel and community transport provides accessible transport to allow people to stay independent, participate in their communities and access vital public services and employment. Our Active Travel Strategy focuses on reducing car dependency and promotes active travel and health and well-being for all across Perth & Kinross.

Our community based activities help people access the significant social and health benefits from interacting with each other, often across generations, and connecting with our outstanding natural environment. Our Community Greenspace team is sector leading in encouraging local groups, by providing hands on support. The 45 Bloom groups are the longest established of these partnerships, and have over 450

committee members. Together with hundreds of volunteers, they deliver over 20,000 hours of voluntary effort on an annual basis. This brings communities together, uniting them behind a single, common purpose, to make towns and villages better places to live, and creates a strong sense of civic pride.

## Performance Summary for 2018/19

Home First continues to be successful and its sector leading approach is improving outcomes and reducing the stigma, experience and duration of homelessness for many households. We have submitted our [Rapid Rehousing Transition Plan](#) to the Scottish Government and the recommendations to further improve outcomes for homeless people will be implemented from April 2019. In their feedback, the Scottish Government commented that the outcomes from Home First “have been very impressive to date”. Our proactive approach to homelessness prevention has resulted in an overall 6% reduction in homeless presentations.

Our [Housing Contribution Statement](#) was presented to both the Health & Social Care Integrated Joint Board as well as Housing & Health Committee. This outlined the significant impact our services have in the delivery of some of the, key health and social care outcomes. We are currently establishing the Health & Social Care Partnerships commissioning requirements around their housing specifications to meet the needs of a wide range of client groups to support independent living.

We have continued to focus on our approach to increase the supply of affordable housing. During the year 162 new build properties have been delivered, 28 empty homes brought back into use, 26 properties purchased through the buy-back scheme and 1 property has been converted. These additional homes have enabled us to meet the housing needs of many households in the area and through the use of vacancy chains ensure that we are making best use of our existing stock to meet multiple needs.

Good quality housing has a direct impact on the general health and wellbeing of households improving emotional wellbeing, decreasing the risk of long-term health conditions and improving educational attainment. During 2017/18 we invested £9,828,00 in our Housing Capital Investment Programme to improve the condition and energy efficiency levels of our homes. Our compliance with the Scottish Housing Quality Standard is 96.15% against a national average of 94.2%. We have received a further funding award for 2018/19 of £1,345,635 through the HEEPS-ABS programme and 170 private homes are included within this proposal. A Warm Homes Funding Grant of £1.4M has also been secured, to encourage the installation of affordable heating solutions in fuel poor households who do not use mains gas as their primary fuel.

Through investment of £940,000 major capital refurbishment we delivered significant enhancements to 2 sheltered housing schemes within Perth City. The number of tenants within our sheltered housing units with dementia has increased and we have enhanced our training to enable our support staff to be equipped to meet the changing needs of our residents.

Working with a range of partners, we ensured that residents and tenants had access to services to allow their homes to be adapted to meet their changing needs. For example 89 major adaptations and 219 minor adaptations were made to council homes and 215 major adaptations and 240 small repairs to private home owners.

Supporting new tenants to sustain their homes is a key priority. Providing additional support and dealing with any concerns at the beginning of a new tenancy enables us to establish a

good tenant landlord relationship. Our target is to contact new tenants within 5 days of them receiving their keys. In 2018/19 we achieved this for 89% of new tenants, an increase from our 85% performance in 2017/18.

Having safe, welcoming and well-kept neighbourhoods has a positive impact on the general wellbeing of residents. Through our Estate Based Initiatives, we have continued to work with tenants and residents to deliver environmental improvements such as improved lighting, open spaces and car parking.

Working with a range of partners including the Centre for Inclusive Living and Living Streets Scotland, a number of audits were undertaken across Perth & Kinross. This assessed the overall quality of the accessibility and walkability of our streets to identify opportunities to improve the local walking environment and enable and encourage people of all ages and abilities to walk for every day journeys. The “Streets for Everyone” projects has been shortlisted in the Scottish Transport Awards 2019.

In addition to Perth’s successes at UK level, Perth and Kinross communities also had an incredible set of results in the Beautiful Scotland competition as follows:

- 3 gold medals, 2 silver gilt medals, 1 silver medal and 1 bronze medal.
- Bridge of Earn (Brig in Bloom) was awarded Best Large Village in Scotland.
- The Royal Horticultural Society have nominated Perth for the 2019 Champion of Champions competition. There are only five communities chosen from across the whole of the UK so this is a significant achievement.

Feedback from Local Action Partnerships, along with the recommendations of the Fairness Commission, highlight public transport as a significant concern for many rural communities. We have established a Perth & Kinross wide Community Transport Forum, with a community led Chairperson. This brings together the shared expertise of local community transport groups, Council staff and other groups looking to develop their own community transport initiatives. Local groups successfully bid for £50,000 of Council funding to support the establishment of local community transport initiatives.

## **Our Focus for 2019/20**

- Implement the recommendations outlined within our Rapid Rehousing Transition Plan, to extend our successes in tackling homelessness
- In collaboration with the Health and Social Care Partnership, develop and progress actions within the Independent Living Plan
- Create the conditions for healthy, active lifestyles through our joint work with Live Active Leisure to develop a robust business case for a redeveloped Perth Leisure Pool facility, and submit a comprehensive bid to the Sustrans Community Links fund to deliver an ambitious cycle network around Perth.

# CREATING A SAFE AND SUSTAINABLE PLACE FOR FUTURE GENERATIONS

## Our contribution:

Our outstanding natural landscapes, and the high quality of our urban environment, play an important role in supporting economic growth, improving health and wellbeing, and providing us with a strong sense of identity, while being a principal reason why so many people choose to visit, live and work in Perth and Kinross.

In Housing and Environment, we are committed to ensuring that everyone in Perth & Kinross has the right to live in a safe and secure environment, within neighbourhoods that are well maintained and have a positive community spirit. Our Safer Communities Team operate throughout the area. Their preventative role provides reassurance to members of the public while providing valuable information for Community Planning Partners to reduce the risk of harm to people in communities.

For the minority of people in our community who place their own interests over others, to cause harm to people, or damage to the environment, our Regulatory Services of Environmental Health and Trading Standards use persuasion and, if necessary, enforcement powers to protect the health, safety and wellbeing of Perth & Kinross. This team also leads on monitoring and measures to improve air quality standards.

We work closely with our public service partners to ensure public protection. An example of this is our shared proactive approach to public events. Through the multi agency Safety Advisory Group, we work with Police Scotland, the Scottish Fire and Rescue Service, NHS Tayside, and the Scottish Ambulance Service to identify upcoming public events, and influence the organisers to ensure any risks are minimised.

The safety of our roads, is a high priority for our communities. Our Traffic and Network team work with elected members and communities to identify locations where road safety improvements, such as road re-design, road crossings and vehicle activated signs, are required. We lead the design and installation of these solutions to support the continued safety of road users and pedestrians. We work closely with groups such as the Centre for Inclusive Living Perth & Kinross to ensure our footways and carriageways are accessible to people with a range of mobility requirements.

Our many rivers and other watercourses help define our iconic scenery, but can also present a flood risk to residents and businesses. We work closely with local communities, SEPA and the Scottish Government to tackle flood risk - from providing local guidance and keeping watercourses clear, to developing and maintaining major multi-million pound flood schemes which protect numerous properties.

The land use planning system contributes to both enhancing and protecting our built and natural environment as well as supporting economic growth. The second Local Development Plan (LDP2) sets out our policies and programmes to achieve this and following its examination, it will be formally adopted by the Council later in 2019.

Responding to the climate change agenda is a key challenge for local authorities. We lead the delivery at local level on policy and targets as outlined in national Climate Change, Energy, Waste and Fuel Poverty strategies. This ensures we proactively address climate change issues, tackle pollution, minimise energy consumption, reduce and recycle waste, and promote low energy, and active transport options.

## Performance Summary for 2018/19

Perth & Kinross Council and Bertha Park Ltd worked collaboratively through a clear partnership approach to progress the Bertha Park Strategic Development Site from conception, through Masterplan and to delivery of the first residential units within 5 years. This approach has supported the delivery of Phase 1 of the Perth Transport Futures project, the new Bertha Park Secondary School as well as future delivery of 3,000 dwellings including 750 affordable houses and 25 hectares of employment land. This commitment to partnership working was recognised at the Scottish Awards for Quality in Planning 2018 with an award under the Partnership Category.

The supply of effective housing land has supported an increase in house completion rates during 2018-19 to a level similar to pre recession performance. We have exceeded our annual new build target of 550 units by delivering a total of 605 homes:

- 414 private housing properties
- 191 social rented houses, of which 68 are council homes
- Invested circa £10m on council houses across Perth and Kinross area

Phase 1 of the Perth Transport Futures Project has provided a new link road from the A85 across the A9 dual carriageway and River Almond into Bertha Park. This was recognised on the Social Value Portal as an effective approach to delivering on social value which involved engaging the local community, engagement events at schools, work placements, creation of 16 apprentices, graduates and trainees as well as raising funds for local charities. The specimen design for Phase 2 (the Cross Tay Link Road) is being developed and £40m funding has been secured, adding to the committed Council resources.

Once implemented these will reduce congestion and improve air quality whilst opening up opportunities for the sustainable economic growth of the City of Perth.

We contribute to the sustainable use of resources, by continuing to be one of the leading Council's in Scotland in achieving high levels of diversion of municipal waste from landfill (53%) This generates financial savings, and provides recycled materials for manufacturing, minimising the need to use raw materials. We developed a set of new initiatives which were approved by Committee, to increase our landfill diversion levels, to meet upcoming Scottish Government targets and upcoming legal requirements. This includes extending our kerbside recycling facilities, and increasing our support for separation of materials at recycling centres.

We participated in pilot studies relating to the development of Local Heat and Energy Efficiency Strategies (LHEES), with support from Scottish Government and the Scottish Cities Alliance. These studies investigated methods for the identification and targeting of energy efficiency measures such as demand reduction and district heating schemes. Our study is now coming to a close and lessons learned will be shared with both Scottish Government and other local authorities to help develop robust methodologies to enable wider roll out across Perth & Kinross. Development and implementation of LHEES is likely to become a statutory duty after the transition period ends in 2020.

Our Flooding team completed the Almondbank Flood Protection Scheme with £25m of works undertaken, to give reassurance and protection to households and businesses in the local area.

We successfully bid to be part of Scottish Government "Can-Do " funded competition to investigate the application of Smart Energy Networks across the PKC estate. Smart Grids can ensure the best possible balance between renewable generation, storage and



utilisation. They have the potential to deliver energy related cost savings as well a possible revenue generation. Five private sector teams are currently developing models of potential prototype systems.

We engage closely with many rural communities to support local resilience, which prepares them to be ready for extreme weather, flooding, power outages or any other disruption to normal activities. Participation has reached the highest level - 24 community groups now have resilience plans in place, and tailored support has been provided to other groups to enhance their local capability.

Our Food Safety team achieved the Customer Service Excellence standard for the 20<sup>th</sup> year in a row, demonstrating the continued dedication of the team to delivering the highest standards of customer focus and public protection.

With the support of additional investment in 2018/19 our Traffic and Network team led the introduction of 63 vehicle activated speed signs, 3 formal pedestrian crossings (with up to a further 14 designed for planned installation in 2019/20), 4 new rural footways/cycleways, 8 town street audits, and speed mitigation measures in Braco and on the A977.

The Council, with financial assistance from Transport Scotland, continues to roll out electric charging stations across Perth and Kinross. There have been 10 installations completed in a number of rural towns and villages across Perth & Kinross.

During 2018/19, the Safer Communities Team supported 203 clients under Community Payback Orders to undertake Unpaid Work in local communities amounting to 28,472 hours.

In 2018/19, we completed 63 projects through Estate Based Initiatives. Through our environmental improvements programme, we also invested £500,000 across Perth & Kinross to improve the safety and appearance of localities. Works included the repair and reconstruction of perimeter/retaining walls, improvements to footpaths, secure door entry upgrades, retardant paint in blocks of flats, new perimeter fencing and car park re-surfacing.

The wider impact on people involved in these activities include reduced social isolation through participation in a range of activities, enhanced feelings of safety within communities, enhanced wellbeing through the range of environmental improvements and enhanced confidence, communication and community belonging.

We have reduced energy consumption in PKC buildings. Carbon dioxide emissions for 2018/19 were 15% lower than the same period in 2017/18. Emissions continue to fall due to actions taken by Property Services (maximum heating temperatures, lighting upgrades etc) aided by using electricity from more sustainable sources.

Through the Tay Cities Deal, we successfully made the case for funding of a Low Carbon Transport Hub at Broxden. This will include provision for hydrogen fuelling as a potential route to the decarbonisation of transportation. We will continue to develop the business case around this. In addition, we will advocate a wider regional approach to the development of this strategic resource, developing close collaboration with Tay City Deal Partners, and potential private sector stakeholders, linking to emerging renewable energy developments and laying the foundations for infrastructure deployment.

From our monitoring, exceedances of national air quality objectives have been identified within the high street corridor in Crieff. Following extensive analysis and consultation, a comprehensive draft Air Quality Action Plan (AQAP), which detailed the short and long term improvement measures to tackle air quality issues, was agreed by the Environment and Infrastructure Committee in September 2018.

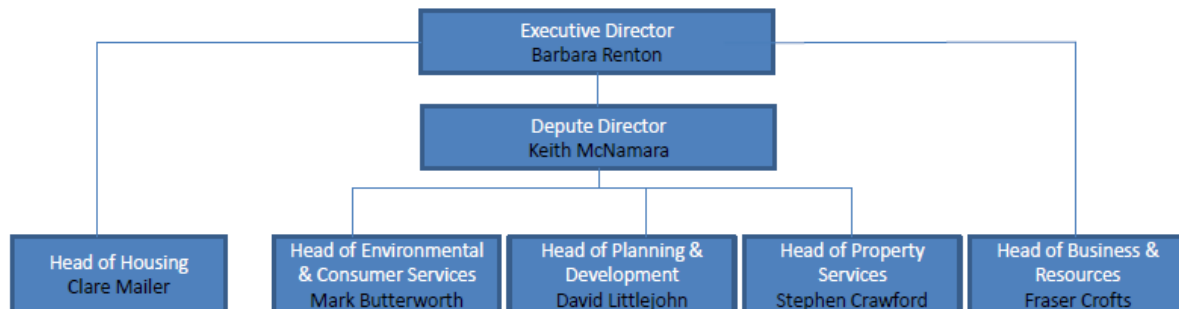
## Our Focus for 2019/20

- Develop a new Climate Change Strategy for Perth and Kinross, setting out our plans and actions to lower our carbon usage, reduce our costs, and meet our obligations on upcoming regulatory requirements.
- Further reduce, reuse and recycle municipal waste, to meet Scottish Government targets of 60% recycling/composting of municipal waste by 2020 and assist in meeting the ban on biodegradable waste to landfill by 2021.
- Develop major infrastructure projects which aim to protect communities from the impact of climate change (Comrie Flood Protection); promote sustainable travel while improving traffic congestion and air quality in Perth City Centre (Cross Tay Link Road); and develop sustainable transport solutions (Low Carbon Transport Hub at Broxden)



### 3. ORGANISED TO DELIVER

#### Senior Management Structure of the Service



#### Customer Focus and Community Engagement

As a customer focussed organisation, we continually explore improved ways to ensure that the needs of our service users are at the heart of service design and delivery.

We employ a wide range of methods of engagement, ranging from information sharing to consultation and active engagement, where we design and deliver services with our communities. The consultation process on the Local Development Plan was recognised as a model of good practice which offered a wide range of opportunities for the public to have their input.

There are many examples of our employees helping local communities to develop their skills, abilities and capacity to address their own needs, such as Local Action Partnerships, Local Resilience Partnerships, Bloom Groups and Estate Based Initiatives.

We recognise that our expertise and levels of engagement are not uniform across the Service, and have developed a new Policy and Framework for Consultation and Engagement, where we can use best practice to drive a consistent approach throughout Housing & Environment. The new corporate Consultation Hub is an example of one tool we can use support better engagement with our communities.

Our customer surveys show high satisfaction levels amongst the majority of responders, although keeping customers up to date on progress with their enquiries remains an area for improvement. We will continue to develop new approaches to effectively manage both current and future demand for our services and keep our customers informed of progress. For example, our roads safety priorities are now assessed on an objective scoring basis and the relative priority of each scheme will shared publicly online this year.

Our regulatory activities such as Environmental Health, Development Management and Building Standards can seem complex to users of these services. We need to balance ensuring regulatory standards are maintained with taking a customer focussed approach to support users of the service through these legislative processes.

Tenant satisfaction results for “opportunities for tenants to participate in decision making” are sector leading at 99%. We offer a wide range of opportunities for tenants to participate and through ongoing engagement with our tenants, they determine our annual service priorities and their level of rent increase each year. This year, the number of tenants who voted on proposed rent levels increased by 298% to 1,064 from the previous year.

Our Service Review and Evaluation (SURE) Team continue to review the services we provide and have recently concluded an evaluation of our Tenement Management Scheme, making recommendations for further improvement. We continue to deliver the Tenant and Resident Participation Strategy. This year, we introduced two new tenant/staff working groups around the monitoring of our Housing Revenue Account Monitoring Group and our Tenant and Resident Participation Strategy.

Narrowing inequalities gaps and building family and community capacity are challenges which sit at the heart of our role as public servants. By focussing on dealing with the symptoms of disadvantage and inequality by tackling their root causes, we make a difference to our most vulnerable citizens to give people an equal chance in life while balancing the sustainable use of public resources.

This has been demonstrated through the successes of our sector-leading Home First initiative which we are taking to the next stage through our Rapid Rehousing Plan. Housing and Environment Staff are leading on a joint approach with NHS to develop a Child Poverty Action Plan for Perth & Kinross. We will extend this proactive approach, wherever possible, to systematically embed preventive interventions across all our services.

#### **Our priorities are to:**

- Roll out the new consultation and engagement approach for Housing & Environment approved at Strategic Policy Resources Committee in April 2019.
- Further integrate our systems and processes to incorporate customer and citizen feedback into service delivery improvement., using a clear “You Said, We Did” approach.

## **Preparing our People for the Future**

At the very heart of Housing and Environment is the commitment and dedication of those who work in the Service. We have collectively focussed on leadership, organisational culture and employee engagement to support the integration of our new Service to manage the pace and scale of reform and retain our talented and dedicated workforce.

We are committed to supporting and maintaining a high performing workforce with the capabilities and resilience to meet the changing demands of public service delivery. We do this through shared learning and ensure time for our people to develop, and reflect on how we need to change - ‘time for reflection’ is one of the seven themes of the Service’s culture and ethos.

We support learning and development, particularly in areas such as digital skills, commercial/ entrepreneurial activity and community capacity building - developing new working relationships with our communities and promoting fairness - as well as working across organisational boundaries as more services are delivered on a collaborative basis.

We will continue our work on restructuring the service to ensure that job roles are flexible and responsive to the changing needs of the organisation. Recent developments with our job families initiative have contributed to this flexible approach. This will provide opportunities for personal and professional development, create opportunities for employees to fully participate and develop leadership at all levels. Succession planning and growing our own will continue to be a focus as we seek to develop strong leaders and a responsive workforce to navigate the complex challenges to transform service delivery.

We recognise the pressures on recruiting and retaining people in several key work areas and we will build on our successes with Graduate Trainees and Modern Apprentices to attract more young people into our work activities.

Sustaining effective employment relationships is vital as we collectively build a relationship of trust to create the conditions for fair work, equality, diversity, dignity and respect.

#### **Our priorities are to:**

- further develop and implement our employee engagement programme led by a cross Service working group to establish a shared understanding of our purpose, to further embed our culture and ethos and have a shared understanding of how we all contribute to deliver the best possible service.
- progress our approach to workforce planning and organisational development to identify and develop talent at all levels and promote staff development and succession planning supported by job families.

## **Partnership Working**

We continue to look for collaborative working opportunities with other Councils to unlock efficiencies, share best practice and potentially allow us to offer services to our communities that could otherwise be unachievable in the current financial climate. This approach is evident in the collaborative work undertaken to secure the Tay Cities Deal and the establishment of the new Roads Network Partnership.

We also work in partnership with local, national developers, housing associations and the Health & Social Care Partnership. This is to extend the supply of affordable mainstream and social housing to design and build homes that meet the needs of people now, and in the future, so that people can live as independently as possible and live life well.

A practical example of successful partnership at locality level is the improved local resilience to severe weather events through the development of 24 Local Resilience Partnerships with rural communities. Further opportunities to work more closely in partnership with local communities have been developed, through our contribution to Local Action Partnerships, in areas such as transport in the community. A new Perth & Kinross Community Transport group, led by community representatives has been established, with support from our staff.

#### **Our priorities are to:**

- contribute to the development of the Perth & Kinross Offer while continuing to support the Local Action Partnerships in the co-ordination and delivery of priority needs for local areas, through their Local Action Plans, to encourage active, self-sustaining and resilient communities.
- continue to support the Health & Social Care Partnership in the delivery of the outcomes within their strategic commissioning plan.

## Financial and Resource Management

Housing and Environment manages a gross annual revenue budget of £134m and a 10 year capital budget of c£400m. The Housing Revenue Account has an annual revenue budget of £30m and a 5 year capital allocation for investment of £68m.

As part of the Budget Setting process for 2019/20, we received additional funding for priorities including economic development and road safety. This will be delivered through planning and appropriate allocation of resources to best realise the intended benefits.

We face the ongoing challenge of meeting an ever increasing demand for high quality services, with decreasing resources both in terms of funding and staff. In addition, we are responding to market pressures for some of our income generating services - for example Commercial Property, planning and building warrants and recycled waste - as well as having to meet the cost of contract inflation and inflationary increases for core service provision.

Our approach to asset management and rationalisation is a key part of our response to the financial challenges. One of our strengths is the ownership our staff have for managing capital and revenue budgets, with financial decisions being made by staff closest to the delivery of services.

Supporting our tenants to maximise their incomes and meet their rent obligations continues to be challenging as many households on low incomes are struggling to meet their daily living costs. The impact of universal credit is evident in our arrears levels and we are progressing a range of measures to support our tenants. We continue to monitor the effects of universal credit and financial hardship on our tenants, as well as the HRA business plan, to ensure we are planning effectively and mitigating these impacts.

A key element of our strong financial management has been our transformation and service redesign programme. We are focussed on delivering our existing transformation reviews and recognise the need to develop further transformative opportunities for innovation, such as shared working and digital services to respond to the financial challenges ahead.

### Our priority is to:

- ensure the Service makes best use of the resources allocated to it (financial, IT, people, assets) in delivering on the priorities and outcomes set out in this document.

## Performance, Self Evaluation and Risk Management

Our ambitious objectives were agreed jointly through engagement with our staff. These are critical to ensuring Housing and Environment delivers on the Council's, and the Community Planning Partnership's, wider strategic ambitions.

Performance plans are developed from this Business Management and Improvement Plan (BMIP) into team plans and individual work plans. The Senior Management Team is accountable and responsible for the delivery and review of BMIP outcomes and objectives. We have revised our Performance Framework to further enhance our systematic approach.

Progress is regularly monitored at the Executive Officer Team, Corporate Management Group, the Service Management Team, Service Committees, as well as Divisional and Team meetings. The Scrutiny Committee also has a valuable role to play in monitoring our performance.

This development of our APR and BMIP has been informed by the 'How Good is our Council?' toolkit, which allows us to reflect on and assess our performance and identify areas for improvement. Our priorities are also influenced by the outcome of external inspection reports from scrutiny bodies, customer feedback, and the employee survey and engagement sessions.

We undertake a range of benchmarking activities through forums such as the Scottish Housing Network; Housemark; Association of Public Service Excellence; the Local Government Benchmarking Framework and its family groups including Active Asset Management. This allows us to measure our performance at a national level, and identify innovative and new ways of working to drive improvement.

As our services are publicly funded, we are accountable to the public for the spending decisions we make and the services we deliver. Through our public performance reporting arrangements, we continue to raise awareness of our services, how well we are doing and where we need to improve.

Risk management is embedded within the day to day operations of the Service and forms part of our Performance Management Framework. We have developed a risk profile for the new Service which is regularly reviewed in line with the Council's risk management policy and procedures, ensuring risks are also escalated to the appropriate forum. For example, the risk identified through our process around the exit from the European Union was escalated and a collaborative approach to agree mitigating actions was taken across the Council and its Community Planning Partners.

| Strategic Objective                                                                                                                                                          | Service Risk                                                                                                                                                                                                                                                                           | Residual Risk |       |       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------|-------|
|                                                                                                                                                                              |                                                                                                                                                                                                                                                                                        | Impact        | Prob. | Score |
| Promoting a prosperous, inclusive and sustainable economy                                                                                                                    | As a result of the withdrawal from the EU with "No Deal" there is a risk of economic downturn and a reduction in housebuilding, business expansion and investment as well as the availability of skilled staff.                                                                        | 4             | 5     | 20    |
|                                                                                                                                                                              | As a result of reduction in general fund settlements, there is a risk there is less funding for universal discretionary and regulatory services impacting on our ability to meet current and future demands, expectations and standards.                                               | 3             | 5     | 15    |
|                                                                                                                                                                              | Without strong stakeholder engagement, there is a risk that we fail to deliver on the expectations of the Community Empowerment Act                                                                                                                                                    | 3             | 3     | 9     |
| Creating a safe and sustainable place for future generations                                                                                                                 | As a result in changes in demographics of the population, there is a risk that our housing stock (new and old) does not meet the needs of the population, impacting on the delivery of key service and council objectives                                                              | 3             | 5     | 15    |
| Organised to Deliver                                                                                                                                                         | As a result of the pace of technological developments, there is a risk that we fail to keep up and invest in technologies impacting on our ability to meet stakeholders' expectations as well as the inability to streamline our processes and address inequity in access to services. | 3             | 3     | 9     |
| <b>KEY : Impact:</b> 1 - Insignificant 2 - Minor 3 – Moderate 4 – Major 5 – Critical<br><b>Probability:</b> 1 – Rare 2 – Unlikely 3 – Possible 4 – Likely 5 – Almost Certain |                                                                                                                                                                                                                                                                                        |               |       |       |

**Our priority is to:**

- embed our Performance Management Framework controls across Housing and Environment to evidence that performance is driving improvement and to understand the reasons why this is not the case.

## **Health and Safety**

We fulfil the corporate role to support the entire organisation in meeting its legal obligation as well as providing a duty of care to employees and people who may be affected by our activities.

We follow the corporate governance arrangements for Health, Safety and Wellbeing and ensure that staff and elected members across the Council are familiar with the Corporate Occupational Health and Safety Policy, and guidance.

We consult with all staff through the Service Health & Safety Consultative Committee. Membership of the Committee includes senior managers from every area within the Service as well as safety representatives from all the trade unions.

As part of our self-evaluation, we are taking a fresh look at the way our health and safety team assist colleagues in services meet their responsibilities to ensure, this assistance is practical and customer focussed.

Health and Safety performance is regularly reported to individual management teams and is included within the key performance monitoring process to the Senior Management Team. The Health & Safety team will also continue to support all Services and the Corporate Health and Safety Committee in the delivery of their functions.

**Our priority is to:**

- review the application of Health & Safety Policy and Management arrangements to ensure the corporate Health & Safety team provides a customer focused approach, while ensuring safety standards are maintained.

## 4. SERVICE IMPROVEMENT PLANS

The following section provides an update on Service Improvement Plans for 2018/19 and the key areas for focus in 2019/20.

### Service Improvement Plan 2018/19: Progress Update

| Our Focus and Major Change for 2018/19                     | Key High Level Actions                                                                                                                                        | Delivery Time-scales | Comments on Key Actions and Outcomes Delivered                                                                                                      |
|------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Strategic Objective:</b>                                |                                                                                                                                                               |                      |                                                                                                                                                     |
| Developing a Prosperous, Inclusive and Sustainable Economy | Continue the Commercial Property Investment Programme<br>(E & I Committee)                                                                                    | 31 March 2019        | Continues to be delivered in line with approved programme. A revised CPIP will be submitted to Committee in 2019.                                   |
|                                                            | Support the delivery of the Perth City Plan<br>(E & I Committee)                                                                                              | 31 March 2019        | Plan reviewed in September 2018 and a number of enhancements and revisions required. Revised Plan to be considered by the Board by 2019.            |
|                                                            | Deliver the projects agreed through the Tay Cities Deal<br>(E & I Committee)                                                                                  | 31 March 2019        | Heads of Terms signed and planning underway to support delivery.                                                                                    |
|                                                            | Complete the A9/A85 link road, and continue to develop the Cross Tay Link Road<br>(E & I Committee)                                                           | 31 March 2019        | A9/A85 - Completed – Officially opened on 1 February 2019.<br>Cross Tay Link Road – Design work is progressing.                                     |
|                                                            | Complete and publish the updated Local Development Plan<br>(E & I Committee)                                                                                  | 31 March 2019        | Plan published in September 2018 – adoption post examination by a Reporter appointed by the Scottish Ministers is expected late Summer 2019.        |
| Independent, Healthy and Active Lives                      | Ensure we are supporting the implementation of Full Service Universal Credit<br>(H & C Committee)                                                             | 31 March 2019        | Introduced the tenancy sustainment fund.<br>Continue to monitor the impact of UC and undertake analysis.<br>Appointed peripatetic Housing Officers. |
|                                                            | Delivery of the key priority areas outlined within the Local Housing Strategy<br>(H & C Committee)                                                            | 31 March 2019        | Progress update presented to Housing & Communities Committee 15 May 2019                                                                            |
|                                                            | Delivery of a range of Estate Based Initiative projects identified and prioritised in consultation with tenants across Perth and Kinross<br>(H & C Committee) | 31 March 2019        | 63 projects delivered throughout Perth & Kinross                                                                                                    |



## Service Improvement Plan 2018/19: Progress Update

| Our Focus and Major Change for 2018/19                       | Key High Level Actions                                                                                                                                                     | Delivery Time-scales | Comments on Key Actions and Outcomes Delivered                                                                                                                                                                                |
|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Strategic Objective:</b>                                  |                                                                                                                                                                            |                      |                                                                                                                                                                                                                               |
|                                                              | Support the delivery of the Fairness Commission's Fairer Futures report<br>(H & C Committee)                                                                               | 31 Dec 2018          | Developing P&K Child Poverty Action Report<br>Maintained affordable rents                                                                                                                                                     |
|                                                              | Produce a Rapid Rehousing Transition Plan<br>(H & C Committee)                                                                                                             | 31 March 2019        | Plan submitted to Scottish Government and reported to Housing & Communities Committee – 23 January 2019                                                                                                                       |
|                                                              |                                                                                                                                                                            |                      |                                                                                                                                                                                                                               |
| Creating a Safe and Sustainable Place for Future Generations | Complete the Crieff Air Quality Action Plan<br>(E & I Committee)                                                                                                           | 31 March 2019        | Public consultation concluded and final plan to be submitted to Committee in August 2019.                                                                                                                                     |
|                                                              | Create a new "Transport in the Community" Group with local community groups, and with expert support, to develop new community transport initiatives.<br>(E & I Committee) | Dec 2018             | Group established and chaired by a community representative.                                                                                                                                                                  |
|                                                              | Produce a revised Road Safety Plan                                                                                                                                         | 31 March 2019        | Led by the Scottish Fire & Rescue Service through the Community Planning Partnership Plan                                                                                                                                     |
| Governance and Management                                    | Complete the management review following the merger of two Services into Housing and Environment                                                                           | 31 March 2019        | Head of Service review complete and posts filled. Work is ongoing in relation to the overall service structure.<br><br>Aims, objectives along with culture and ethos work undertaken and is ongoing across the whole service. |
| Customer Focus and Community Engagement                      | Integrate systems and processes from two former Services to ensure consistent monitoring and reporting of complaints, requests and feedback                                | 31 March 2019        | A revised Performance Management Framework has been approved and work is ongoing to embed throughout the Service.                                                                                                             |
|                                                              | Ensure effectiveness of feedback loops to keep customers up to date with progress on their requests                                                                        | 31 March 2019        | New policy approach to customer consultation and engagement developed by H&E Service.                                                                                                                                         |
|                                                              | Review consultation and engagement approaches, ensuring consistency and good practice across all parts of Housing and Environment                                          | 31 March 2019        | Engagement Strategy to be updated to reflect the outcome of the development of the P&K Offer.<br><br>Consultation and feedback to our customers will be through the new PKC Consultation Hub.                                 |
|                                                              |                                                                                                                                                                            |                      |                                                                                                                                                                                                                               |



## Service Improvement Plan 2018/19: Progress Update

| Our Focus and Major Change for 2018/19 | Key High Level Actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Delivery Time-scales | Comments on Key Actions and Outcomes Delivered                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Strategic Objective:</b>            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Preparing our people for the Future    | <p>Develop and implement a service specific plan with particular emphasis on:</p> <ul style="list-style-type: none"> <li>Bringing the new service together in terms of culture, strategy, structure, synergy and systems</li> <li>Continuously improving how we engage, communicate and value contribution</li> <li>Ensuring fair work and wellbeing</li> <li>Developing skills in priority areas of commercial, business, digital, community engagement and equality/diversity</li> <li>Managing skills requirements in areas of growth and hard to fill roles (flexible workforce/transferable skills – linked to job families)</li> </ul> | 31 March 2019        | <p>Plan implemented with culture and ethos established for the Service – designed and agreed via engagement with staff.</p> <p>New Service structure developed and shared with staff via large scale engagement activities in December 2018. Phase 1 of new structure implemented with the appointment of Heads of Service - January 2019</p> <p>Staff have integrated systems relating to risk management, performance monitoring, consultation &amp; engagement, and human resources support</p> <p>Several staff engagement sessions held to develop Service approaches in business approach, engagement and empowerment.</p> |
| Preparing our people for the Future    | Develop our approach to workforce planning to ensure a suitable supply of qualified employees                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 31 March 2019        | Modern Apprentices and Graduate trainees appointed in areas where there are recruitment challenges such as Traffic, Structures & Flooding, Fleet Maintenance, Regulatory Services.                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                        | Prepare a communications plan to manage the integration of the new Service                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 30 Sept 2018         | Communications plan prepared and implemented. Communications delivered through a range of means such as delayed office opening sessions, blogs, 'H&E News', H&E ERIC site, videos, service engagement sessions, visits to teams by Director/ Depute                                                                                                                                                                                                                                                                                                                                                                              |
| Partnership and Collaborative working  | Support the five Action Partnerships in the coordination and delivery of priority needs for local areas, evidence this through Local Action Plans and follow up support activities by Housing and Environment                                                                                                                                                                                                                                                                                                                                                                                                                                | 31 March 2019        | Action Partnerships are supported to tackle local issues regarding public transport, road safety, housing supply and digital connectivity.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

## Service Improvement Plan 2018/19: Progress Update

| Our Focus and Major Change for 2018/19 | Key High Level Actions                                                                                                                                                                                                                          | Delivery Time-scales         | Comments on Key Actions and Outcomes Delivered                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Strategic Objective:</b>            |                                                                                                                                                                                                                                                 |                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                        | Implement the collaboration with Dundee and Angus Councils for Roads Network, Street Works and Traffic Signals Management (E & I Committee)                                                                                                     | 1 Nov 2018                   | Continue to monitor progress – revised implementation date 1 May 2019.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                        | Develop further collaborative opportunities with other local authorities                                                                                                                                                                        | 31 March 2019                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                                        | Support the delivery of the Council's capital programme to achieve objectives in project delivery and spend. (E & I Committee)                                                                                                                  | 31 March 2019                | Officers continue to deliver the capital programme with support from the Capital Programme Office                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                        | Deliver on the Transformation Reviews being led by Housing and Environment: <ul style="list-style-type: none"> <li>Property Asset Management</li> <li>Housing Repairs</li> <li>Equip, Engage, Empower</li> <li>Sponsorship of Assets</li> </ul> | As per individual timescales | Work is ongoing to deliver these transformation reviews.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                        | Develop proposals for future service improvement and transformational activities                                                                                                                                                                | As per individual timescales | <p>New Rapid Rehousing Plan developed - December 2018</p> <p>New approach to improved prioritisation of road safety requests approved by E&amp;I Committee - March 2019</p> <p>New Cycling Masterplan developed, to transform key routes into Perth city and support modal shift from car use and approved by E&amp;I Committee - March 2019</p> <p>New collaboration with Dundee City and Angus Councils for roads network and urban traffic control approved by E&amp;I Committee November 2018</p> <p>Proposals developed to expand commercial waste and recycling services to generate additional income.</p> |
|                                        |                                                                                                                                                                                                                                                 |                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

## Service Improvement Plan 2018/19: Progress Update

| Our Focus and Major Change for 2018/19                                                   | Key High Level Actions                                                                                                                                                                                       | Delivery Time-scales | Comments on Key Actions and Outcomes Delivered                                                |
|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----------------------------------------------------------------------------------------------|
| <b>Strategic Objective:</b>                                                              |                                                                                                                                                                                                              |                      |                                                                                               |
| Performance, Self-Evaluation and Risk Management                                         | Integrate performance monitoring, reporting and publishing                                                                                                                                                   | 1 Nov 2018           | Performance Management Framework approved.                                                    |
|                                                                                          | Ensure a robust approach to benchmarking is taken across all parts of Housing and Environment                                                                                                                | 31 March 2019        | This will be further developed through the embedding of the Performance Management Framework. |
|                                                                                          | Complete the new risk profile for Housing and Environment                                                                                                                                                    | 1 Nov 2018           | Completed and built into the Service Performance Risk Management Framework                    |
| Giving every child the best start in life & Developing responsible and informed citizens | In collaboration with partners develop and publish our Local Child Poverty Action Report (H & C Committee)                                                                                                   | July 2019            | Head of Housing                                                                               |
|                                                                                          | Deliver planned investment in new schools, play areas and community greenspaces and road safety measures. (E & I Committee)                                                                                  | March 2020           | Head of Property<br>Head of Environmental & Consumer Services                                 |
|                                                                                          | Continue active engagement with partners to deliver community benefits in the form of training, employability skills and work placements as a dividend of the Council's capital investment (E & I Committee) | March 2020           | Senior Management Team                                                                        |
| Promoting a prosperous, inclusive and sustainable economy                                | Continue the Commercial Property Investment Programme (E & I Committee)                                                                                                                                      | Ongoing              | Head of Planning & Development                                                                |
|                                                                                          | Support the delivery of the Perth City Plan (E & I Committee)                                                                                                                                                | Ongoing              | Head of Planning & Development                                                                |
|                                                                                          | Commence the delivery of the projects agreed through the Tay Cities Deal (E & I Committee)                                                                                                                   | 2022                 | Head of Planning & Development                                                                |
|                                                                                          | Develop the Cross Tay Link Road (E & I Committee)                                                                                                                                                            | 2023                 | Head of Planning & Development                                                                |
|                                                                                          | Complete St Paul's Church and Creative Exchange projects (E & I Committee)                                                                                                                                   | 2019/20              | Head of Property                                                                              |
|                                                                                          | Deliver the £1.9m Town Centre Fund and set up the Perth City Centre Action Group (E & I Committee)                                                                                                           | March 2020           | Head of Planning & Development                                                                |
|                                                                                          |                                                                                                                                                                                                              |                      |                                                                                               |

## Service Improvement Plan 2018/19: Progress Update

| Our Focus and Major Change for 2018/19                          | Key High Level Actions                                                                                                                                                                                                                                        | Delivery Time-scales | Comments on Key Actions and Outcomes Delivered |
|-----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------------|
| <b>Strategic Objective:</b>                                     |                                                                                                                                                                                                                                                               |                      |                                                |
|                                                                 | Engage with investors to support the investment and delivery of an additional hotel capacity within Perth City (E & I Committee)                                                                                                                              | March 2020           | Head of Planning & Development                 |
|                                                                 | Deliver the priorities economic development activity in this BMIP (E & I Committee)                                                                                                                                                                           | Ongoing              | Head of Planning & Development                 |
| Supporting people to live independent, healthy and active lives | In collaboration with the Health & Social Care Partnership, develop and progress actions within the Independent Living Plan (H & C Committee)                                                                                                                 | March 2020           | Head of Housing                                |
|                                                                 | Implement the recommendations outlined within our Rapid Rehousing Transition Plan (RRTP) (H & C Committee)                                                                                                                                                    | March 2020           | Head of Housing                                |
|                                                                 | Through joint working with Live Active develop a robust business case for a redeveloped Perth leisure Pool facility as well as submitting a comprehensive bid to the Sustrans Community Links fund to deliver a cycle network around Perth. (E & I Committee) |                      |                                                |
|                                                                 | Continue to take forward actions within Air Quality plans (E & I Committee)                                                                                                                                                                                   |                      | Head of Environmental & Consumer Services      |
|                                                                 | Develop a new Climate Change Strategy for Perth and Kinross (E & I Committee)                                                                                                                                                                                 |                      | Head of Environmental & Consumer Services      |
|                                                                 | Further reduce, reuse and recycle municipal waste (E & I Committee)                                                                                                                                                                                           |                      | Head of Environmental & Consumer Services      |
|                                                                 | Develop major infrastructure projects – Comrie flood protection, promote sustainable travel and develop sustainable transport solutions (E & I Committee)                                                                                                     |                      | Head of Environmental & Consumer Services      |
| Organised to Deliver                                            | Further embed our Engagement & Communication strategy across the Service                                                                                                                                                                                      | March 2020           | Depute Director                                |
|                                                                 | Further integrate our systems and processes to incorporate customer and citizen feedback into service delivery improvement                                                                                                                                    |                      |                                                |
|                                                                 | Further develop our employee engagement programme                                                                                                                                                                                                             | March 2020           | Depute Director                                |

## Service Improvement Plan 2018/19: Progress Update

| Our Focus and Major Change for 2018/19 | Key High Level Actions                                                                                    | Delivery Time-scales | Comments on Key Actions and Outcomes Delivered |
|----------------------------------------|-----------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------------|
| <b>Strategic Objective:</b>            |                                                                                                           |                      |                                                |
|                                        | Progress our approach to workforce planning and organisational development                                | March 2020           | Depute Director                                |
|                                        | Contribute to the development of the Perth & Kinross Offer                                                | March 2020           | Depute Director                                |
|                                        | Deliver on existing transformation review and generate proposals for further innovations and efficiencies | March 2020           | Senior Management Team                         |
|                                        | Embed our Performance Management Framework across the Service                                             | March 2020           | Senior Management Team                         |
|                                        | Review our Health & Safety Policy and Management arrangements                                             | March 2020           | Head of Business Resources                     |

The following section provides a performance update on key performance indicators for 2018/19.

**GIVING EVERY CHILD THE BEST START IN LIFE & DEVELOPING, RESPONSIBLE AND INFORMED CITIZENS**

**Key Performance Indicators for 2018/19**

*(Data covering to year end unless otherwise stated)*

| Indicator (Source)                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Performance |         |         | Targets                                                                     |         |         |         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|---------|-----------------------------------------------------------------------------|---------|---------|---------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 2016/17     | 2017/18 | 2018/19 | 2018/19                                                                     | 2019/20 | 2020/21 | 2021/22 |
| Number of families presenting as homeless (Housing and Communities Committee)                                                                                                                                                                                                                                                                                                                                                                                             | 319         | 306     | 232     | Regulatory guidance advises the setting of targets would not be appropriate |         |         |         |
| <b>Comments on performance during 2018/19 and targets:</b> Through a continued focus on intervening early and supporting households to prevent homelessness, we have reduced the number of families presenting as homeless this year. The impact of this has been to reduce the stigmas and experience of homelessness for many families, ensuring that current accommodation is sustained or that suitable alternative housing is identified before homelessness occurs. |             |         |         |                                                                             |         |         |         |
| Number of overcrowded households (Housing and Communities)                                                                                                                                                                                                                                                                                                                                                                                                                | 115         | 108     | 109     | 99                                                                          | 110     | 105     | 100     |
| <b>Comments on performance during 2018/19 and targets</b><br>The number of overcrowded households fluctuates as the composition of applicants households change e.g. due to births, relationship changes etc. We will, however,continue to focus on allocations of larger peroperties through our Housing Options approach and by maximising vacancy chains created through new builds and buy backs.                                                                     |             |         |         |                                                                             |         |         |         |

## PROMOTING A PROSPEROUS, INCLUSIVE AND SUSTAINABLE ECONOMY

### Key Performance Indicators for 2018/19

(Data covering to year end unless otherwise stated)

| Indicator (Source)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Performance |         |         | Targets |         |         |         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|---------|---------|---------|---------|---------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 2016/17     | 2017/18 | 2018/19 | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| Gross arrears as a % of gross rent due for the reporting year<br>(Housing and Communities Committee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 10.05       | 10.38   | 10.38%  | 9       | 8.75    | 8.5     | 8.5     |
| Rent collected as a % of the total rent due in the reporting year<br>(Housing and Communities Committee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 99.59       | 98.73   | 98.57%  | 100     | 98.6    | 98.7    | 98.8    |
| <p><b>Comments on performance during 2018/19 and targets:</b> In June 2018, we moved to full service Universal Credit (UC) which has had a major impact on rent arrears and rent collection. In some cases, the payment received from DWP for Managed Payments can take up to 8 weeks resulting in a degree of technical rent arrears.</p> <p>The increase in arrears levels is similar to other Councils who moved to full service earlier in the roll out. Close monitoring and management of arrears levels, collection rates and the impact of UC continues. This pro-active approach ensures we are mitigating, wherever possible, the impacts of UC on our tenants and the HRA business plan.</p> <p>During the year, the Council wrote off a higher level of former tenant arrears. This approach was in line with that taken nationally and will be reflected in our gross arrears in 2019/20. (<i>Scottish Averages Gross Rent Arrears 5.2% and 99.4% for Rent Collection</i>)</p> |             |         |         |         |         |         |         |

| Indicator (Source)                                                                                                                                                                | Performance |         |                   | Targets |         |         |         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|-------------------|---------|---------|---------|---------|
|                                                                                                                                                                                   | 2016/17     | 2017/18 | 2018/19           | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| Economic impact of events supported by the Council<br>(Environment and Infrastructure Committee)                                                                                  | -           | £9.6m   | £11.6 m           | £10m    | £11m    | £12m    | £13m    |
| Number of new businesses started up with support from Business Gateway<br>(Environment and Infrastructure Committee)                                                              | -           | 321     | 241<br>(Feb 19)   | 300     | 325     | 330     | 330     |
| No. of businesses supported by a growth programme<br>(Environment and Infrastructure Committee)                                                                                   | -           | 40      | 18<br>(Feb 19)    | 40      | 45      | 50      | 55      |
| Perth City Centre Footfall (Nos) % above the national level<br>(Environment and Infrastructure Committee)                                                                         | 9.2%        | 5.8%    | 1.9%<br>(Feb 19)  | 4.0%    | 4.0%    | 4.0%    | 4.0%    |
| % of vacant retail units in Perth City Centre<br>(Environment and Infrastructure Committee)                                                                                       | 9.2         | 9.4     | 7.9<br>(Feb 19)   | 9.2     | 9.0     | 8.8     | 8.5     |
| Area of available Serviced business land (Ha)<br>(Environment and Infrastructure Committee)                                                                                       | 48.6        | 81.2    | Avail.<br>June 19 | 14.9    | 14.9    | 14.9    | 14.9    |
| % of Scottish average monthly earnings<br>(Environment and Infrastructure Committee)                                                                                              | 98.5        | 94.6    | 94.2              | 95      | 97      | 98      | 100     |
| % of working age population unemployed, based on the Job Seekers Allowance claimant count<br>(Environment and Infrastructure Committee)                                           | 1.1         | 1.1     | 0.8%<br>(Feb 19)  | 1.0     | 1.0     | 1.0     | 1.0     |
| No. of unemployed people supported into work as a result of Employability programmes supported by the Housing & Environment service<br>(Environment and Infrastructure Committee) | 425         | 449     | 391<br>(Feb 19)   | 450     | 460     | 475     | 500     |
| % of residential and business premises with access to Next generation broadband<br>(Environment and Infrastructure Committee)                                                     | 71.2        | 83.9    | 84.9%             | 90      | 95      | 97      | 100     |
| % of employees paid Living Wage                                                                                                                                                   | 21.6        | n/a     | 20.4              | 20.5    | 20      | 19.5    | 19      |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |  |  |  |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|--|
| (Environment and Infrastructure Committee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  |  |  |  |  |
| <p><b>Comments on performance during 2018/19 and targets:</b> Performance across all employability projects in 2018/19 has been strong. Throughout this year, the service delivered has changed constantly owing to additional funding drawn down from Scottish Government Innovation and Integration Fund, as well as co-location with Skills Development Scotland for the Employment Connections Hub site in Perth City.</p> <p>The employability offer and focus has shifted towards those in the 'harder to help' categories due to the economic backdrop of 0.8% unemployment against a target of 1.0%. All programmes have had a focus of assisting clients with at least one barrier to employment. Employment outcomes in these categories translate to less pressure on a whole range of public services including housing, welfare rights, health services and more.</p> <p>Additional funding had been received from Scotland's Employer Recruitment Incentive providing 18 employment opportunities. Total investment in local businesses was £81,000 with a 100% job sustainment record at 13 weeks employment.</p> |  |  |  |  |  |  |  |

## SUPPORTING PEOPLE TO LIVE INDEPENDENT, HEALTHY AND ACTIVE LIVES

### Key Performance Indicators for 2018/19

(Data covering to year end unless otherwise stated)

| Indicator (Source)                                                                                               | Performance |         |         | Targets                                                                     |         |         |         |
|------------------------------------------------------------------------------------------------------------------|-------------|---------|---------|-----------------------------------------------------------------------------|---------|---------|---------|
|                                                                                                                  | 2016/17     | 2017/18 | 2018/19 | 2018/19                                                                     | 2019/20 | 2020/21 | 2021/22 |
| Number of housing options interviews completed (Housing and Communities Committee)                               | 2,435       | 2,438   | 2,705   | Regulatory guidance advises the setting of targets would not be appropriate |         |         |         |
| Number of households presenting as homeless (Housing and Communities Committee)                                  | 825         | 999     | 938     | Regulatory guidance advises the setting of targets would not be appropriate |         |         |         |
| Number of applicants assessed as homeless (Housing and Communities Committee)                                    | 706         | 829     | 749     | Regulatory guidance advises the setting of targets would not be appropriate |         |         |         |
| Number of people who slept rough the night before their homeless application (Housing and Communities Committee) | 26          | 24      | 16      | Regulatory guidance advises the setting of targets would not be appropriate |         |         |         |
| Average days in temporary accommodation (all types) (Housing and Communities Committee)                          | 131.98      | 81.53   | 70.1    | 80                                                                          | 80      | 80      | 75      |
| % of allocations to homeless households in permanent settled accommodation (Housing and Communities Committee)   | 60.7        | 56.3    | 51.8    | 50                                                                          | 50      | 50      | 50      |

**Comments on performance during 2018/19 and targets:** There has been a significant increase in the number of housing options interviews demonstrating that people are seeking advice and information about their housing situation at an early stage. A proactive approach to early intervention and prevention through a range of measures including the integrated schools programme, family mediation, our hospital and prison discharge protocols and personalised budgets has led to a reduction in the overall level of homeless presentations. Of those households who presented as homeless 78% were assessed as homeless (83% in 2017/18). Our Home First approach continues to achieve positive outcomes with an increased proportion of households moving directly into settled accommodation together with a reduction of 16% in the average length of stay in temporary accommodation.

Through our increased support provision and enhanced advice surgeries, the number of people that slept rough the night before their homeless application has reduced. However, despite this reduction the majority of people that slept rough did so following a relationship breakdown that night and did not seek assistance until the following day.

*Scottish Average for average days in temporary accommodation – 103.2 days*

## Key Performance Indicators for 2018/19

(Data covering to year end unless otherwise stated)

| Indicator (Source)                                                                                                                          | Performance |         |         | Targets |         |         |         |
|---------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|---------|---------|---------|---------|---------|
|                                                                                                                                             | 2016/17     | 2017/18 | 2018/19 | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| % of tenants satisfied with the overall service provided (Housing and Communities Committee)                                                | 85.16       | 95      | 95      | 95      | 95      | 95      | 95      |
| % of tenants satisfied with opportunities given to them to participate in the landlords decision making (Housing and Communities Committee) | 74.45       | 98.74   | 98.74   | 98.74   | 98.74   | 98.74   | 98.74   |

**Comments on performance during 2018/19 and targets:** In line with the Charter requirements, we undertake a full tenant satisfaction survey once every 3 years. The information and targets are reflective of this approach.

*Scottish Average Satisfaction with overall service 90.5% and % tenants satisfied with opportunities to participate 85.9%*

| Indicator (Source)                                                                                                                               | Performance |         |         | Targets |         |         |         |
|--------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|---------|---------|---------|---------|---------|
|                                                                                                                                                  | 2016/17     | 2017/18 | 2018/19 | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| Average time (in days) taken to complete approved applications for medical adaptations in the reporting year (Housing and Communities Committee) | 73.75       | 95.53   | 56.20   | 80      | 70      | 65      | 60      |

**Comments on performance during 2018/19 and targets:** There has been a significant improvement in performance and this has been achieved by revised processes where Work Planners schedule all minor adaptations. We have outsourced all bathroom, kitchen and major adaptations to the capital programme or Term Maintenance Contractors (The previous in-house social work adaptations team is now utilised for voids and repairs).

*Scottish average 51.3 days*

## CREATING A SAFE AND SUSTAINABLE PLACE FOR FUTURE GENERATIONS

### Key Performance Indicators for 2018/19

(Data covering to year end unless otherwise stated)

| Indicator (Source)                                                                                                              | Performance |         |         | Targets |         |         |         |
|---------------------------------------------------------------------------------------------------------------------------------|-------------|---------|---------|---------|---------|---------|---------|
|                                                                                                                                 | 2016/17     | 2017/18 | 2018/19 | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| Number of communities with local resilience plans (Environment and Infrastructure Committee)                                    | 20          | 22      | 24      | 24      | 26      | 28      | 30      |
| Emissions from Council properties (tonnes CO2) (Environment and Infrastructure Committee)                                       | 16,387      | 15,051  | 12,308  | 14,500  | 13,000  | 12,500  | 12,000  |
| Municipal waste collected that is recycled or composted (%) (Environment and Infrastructure Committee)                          | 55          | 55.5    | 53      | 56      | 58      | 60      | 60      |
| Vacant residential / commercial premises brought back into use (Environment and Infrastructure Committee)                       | 139         | 146     | 145     | 135     | 135     | 135     | 135     |
| Proportion of operational buildings that are suitable for their current use (Environment and Infrastructure Committee)          | 83.97       | 83.48   | 82.17   | 90      | 85      | 87      | 90      |
| Proportion of internal floor area of operational buildings in satisfactory condition (Environment and Infrastructure Committee) | 91.24       | 85.14   | 90.4    | 95      | 91      | 92      | 92      |

#### Comments on performance during 2018/19 and targets:

We are engaged with 32 communities across Perth and Kinross to strengthen local resilience. 24 communities have full local resilience partnerships, ensuring the capacity to prepare for and respond locally to emergency situations.

Carbon dioxide emissions for 2018/19 were 2,743 tonnes or 15% lower than 2017/18.

Emissions continue to fall due to actions taken by Property Services (maximum heating temperatures, lighting upgrades including LED, BMS controls, etc.) aided by a reduction in the conversion factors (especially for electricity due to the changing generation mix across the grid).

| Indicator (Source)                                                                                                                       | Performance |         |         | Targets |         |         |         |
|------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|---------|---------|---------|---------|---------|
|                                                                                                                                          | 2016/17     | 2017/18 | 2018/19 | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| No of new publicly available social housing units including buy backs, conversions and empty homes conversions (Housing and Communities) | 126         | 159     | 246     | 200     | 200     | 200     | 200     |

## Key Performance Indicators for 2018/19

(Data covering to year end unless otherwise stated)

| Indicator (Source) | Performance |  |  | Targets |  |  |  |
|--------------------|-------------|--|--|---------|--|--|--|
| Committee)         |             |  |  |         |  |  |  |

**Comments on performance during 2018/19 and targets:** We have continued to focus on our strategic priority to increase the supply of affordable housing and, during the year, 162 new build properties have been delivered, 28 empty homes brought back into use, 26 properties purchased through the buy-back scheme and 1 property conversion.

These additional homes have enabled us to meet the housing needs of many households in the area and through the use of vacancy chains, ensure that we are making best use of our existing stock to meet multiple needs.

| Indicator (Source)                                                                            | Performance |         |         | Targets |         |         |         |
|-----------------------------------------------------------------------------------------------|-------------|---------|---------|---------|---------|---------|---------|
|                                                                                               | 2016/17     | 2017/18 | 2018/19 | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| Overall % of new tenancies sustained for more than a year (Housing and Communities Committee) | 89.8        | 88.1    | 86.1    | 90      | 89      | 89      | 90      |

**Comments on performance during 2018/19 and targets:** Supporting new tenants to sustain their homes is a key priority. This indicator measures the % of new tenants that have remained in their tenancy for more than a year. In many cases tenancies end for positive reasons such as a move to another area or a move due to the formation of a new household. A key focus is supporting younger tenants to sustain their tenancies.

Providing additional support and dealing with any concerns at the beginning of a new tenancy enables us to establish a good tenant landlord relationship. Our target is to contact new tenants within 5 days of them receiving their keys and in 2018/19 we achieved this for 89% of new tenants, an increase from our 85% performance in 2017/18. *Scottish Average 88.9%*

| Indicator (Source)                                                                                     | Performance |         |         | Targets |         |         |         |
|--------------------------------------------------------------------------------------------------------|-------------|---------|---------|---------|---------|---------|---------|
|                                                                                                        | 2016/17     | 2017/18 | 2018/19 | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| Average length of time taken (hours) to complete emergency repairs (Housing and Communities Committee) | 3.78        | 3.57    | 3.54    | 4       | 4       | 4       | 4       |
| % tenants satisfied with the repairs service (Housing and Communities Committee)                       | 90.24       | 90.42   | 90.9    | 95      | 92      | 93      | 94      |
| Average calendar days to re-let properties (Housing and Communities Committee)                         | 24.05       | 27.81   | 28.4    | 29      | 29      | 29      | 29      |
| % of rent due in the year that was lost due to voids (Housing and Communities Committee)               | 0.61        | 0.7     | 0.88    | 0.8     | 0.9     | 0.9     | 0.9     |

**Comments on performance during 2018/19 and targets:**

**Emergency Repairs** -We have maintained strong performance for repairs and continue to respond to emergency repairs within less than 4 hours. *Scottish average 4 days.*

**Tenant Satisfaction** – Performance has remained consistent over the past 3 years. The introduction of mobile working solutions will offer the opportunity to both improve the effectiveness of the service and the ability to electronically capture tenant views. *Scottish average 90%*

## Key Performance Indicators for 2018/19

(Data covering to year end unless otherwise stated)

| Indicator (Source)                                                                                                                                                                                                                                                                                                                                                                                           | Performance | Targets |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|
| <b>Voids</b> – Increased stock and turnover has resulted in a overall 5 % increase in voids since the previous year. Despite this, good performance has been maintained enabling us to ensure properties are ready to let to new tenants as quickly as possible. Levels of void rent loss reflect the increased number of voids. <i>Scottish averages: re-let days 30.5 and rent loss due to voids 0.7%.</i> |             |         |

## Key Performance Indicators for 2018/19

(Data covering to year end unless otherwise stated)

| Indicator (Source)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Performance |         |                   | Targets |         |         |         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|-------------------|---------|---------|---------|---------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2016/17     | 2017/18 | 2018/19           | 2018/19 | 2019/20 | 2020/21 | 2021/22 |
| % of properties meeting the EESSH (Housing and Communities Committee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 76.5        | 80.2    | Avail.<br>May 19  | 84.4    | 90.5    | 100     | 100     |
| <b>Comments on performance during 2018/19 and targets:</b> We continue to perform well in relation to the Scottish Housing Quality Standard. During this year, we have managed to gain agreement from a number of owners to undertake common works such as the installation of Secure Door Entries across multi tenure. This has also contributed to an increase in our SHQS performance of approximately 0.5%. <i>Scottish average 94.2% (2017/18)</i><br><br>Compliance with the Energy Efficiency Standard for Social Housing (EESSH) at 80.2% remains above the national average and on target to meet the 100% by 20/21. <i>Scottish average 79.9% - as above</i> |             |         |                   |         |         |         |         |
| Overall level of public satisfaction with the way the antisocial behaviour complaint was dealt with (Housing and Communities Committee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 65.6        | 41.4    | Avail.<br>June 19 | 75      | 75      | 75      | 75      |
| % of ASB complaints resolved within locally agreed targets (Housing and Communities Committee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 96.68       | 81.23   | 81%               | 90      | 90      | 90      | 90      |

### Comments on performance during 2018/19 and targets:

The reduced performance is largely due to a number of complex cases that are unable to be resolved within the locally agreed timescales of 20 days. As a result of changes to the Housing (Scotland) Act 2014 work, is underway to focus on recording outcomes of anti-social behaviour. *Scottish average 87.9%*

## CHANGED/DELETED PERFORMANCE INDICATORS

The following is a list of performance indicators which have changed since last year's BMIP or have been deleted.

| Deleted Changed/Indicators                                                           |             |         |                 |         |                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------|-------------|---------|-----------------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Indicator (Source)                                                                   | Performance |         |                 | Target  | Reasons for Change/Deletion                                                                                                                                                               |
|                                                                                      | 2016/17     | 2017/18 | 2018/19         | 2018/19 |                                                                                                                                                                                           |
| % of council dwellings that are energy efficient (Housing and Communities Committee) | 100         | 99.8    | Avail<br>May 19 | 100     | This indicator is to be deleted as it is covered by the % of properties meeting the EESSH. We will continue to monitor performance at an operational level. <i>Scottish average 97.6%</i> |
| Average time taken to complete non-emergency repairs                                 | 13.42       | 8.59    | 9.17.           | 8.0     | Emergency repairs is one of the key priorities set by tenants. This will be continued to be monitored at an operational level                                                             |





# PERTH AND KINROSS COUNCIL

## Environment & Infrastructure Committee

15 May 2019

### Road Maintenance Partnership Agreement

#### Report by Executive Director (Housing & Environment) (Report No. 19/134)

The report provides the detail about a Member Officer Working Group which examined the arrangements in place for providing a road maintenance service, in partnership with Tayside Contracts. This report proposes the Groups recommendation to enter into an agreement until March 2023.

#### 1. BACKGROUND / MAIN ISSUES

- 1.1 In 2011, the Accounts Commission produced a report, entitled “Maintaining Scotland’s Roads” ([click here](#)) which recommended several areas for action. These included considering a national review of how the road network is managed, and maintained, to stimulate service redesign, and increase the pace of examining the potential for shared services by Scottish councils. The Scottish Government and Scottish local authorities subsequently initiated a National Road Maintenance Review (NRMR), jointly chaired by CoSLA and the Minister for Transport and Islands. The findings of the NRMR, published in July 2012, identified 30 actions under six main themes, including “considering different delivery models, including the scope for greater collaboration and the optimum arrangements for the management and maintenance of roads in Scotland”.
- 1.2 Before finalising its report, the steering group overseeing the NRMR identified the need for a more detailed assessment of the “optimum arrangements for the management and maintenance of roads in Scotland”. A separate report on this issue, published in June 2012, concluded that current arrangements could be improved upon, and that all councils should explore sharing services in the short term.
- 1.3 The Council had agreed prior to the 2012 report that the roads maintenance service for Perth & Kinross Council would be delivered through a trial partnering agreement with Tayside Contracts (Report No 12/131 refers).
- 1.4 Prior to entering the partnering arrangement, Tayside Contracts provided the majority of road construction services to the Council. With the development of the Partnership, the arrangement for award, and payment, of these works remained unchanged. The introduction of the partnership enabled double handling of works and supervision to be streamlined, with posts deleted from the establishment as a result. It also facilitated a more reactive responsive service and joint management of the service, with quarterly reporting to an Executive Board overseeing governance and service delivery.

- 1.5 This Partnering Agreement was for a 3 year period from 1 April 2012 to 31 March 2015. A review was presented to Committee in January 2015 (Report No 15/25 refers) requesting a further year extension, but with agreement that the arrangement be subject to ongoing review. This was approved by Committee.
- 1.6 A 2016 follow up report by the Accounts Commission to “Maintaining Scotland’s Roads” ([click here to view](#)) specifically recognised that :
- “Tayside Contracts is a well established multi-council consortium established between Angus, Dundee and Perth and Kinross councils in 1996 through a joint committee. It provides services that include roads maintenance, fleet maintenance and winter maintenance. A range of individual collaborative arrangements are in place within the consortium and not all councils are involved in all service areas. Reported benefits include:
- economies of scale enable the delivery of a wide range of services at competitive rates
  - delivery of a full range of services from minor potholes repairs to major contracts, possible through the retention of specialist skills and vehicles
  - a single management structure which promotes a focus on front-line service delivery
  - flexibility to move resources across council areas
  - scale of operations has enabled a focus on innovation, such as a cold road paving system (known as TAYSET) and a reed-based system for the treatment of gully waste.”
- 1.7 At the end of the one year extension in 2016, issues were raised by elected members regarding the working of the Partnership. In mid 2017, a request was made by elected members for a Member/Officer Working Group to review the Partnership and consider the most appropriate way forward.
- 1.8 Membership of the Group was crossparty, chaired by the then Convener of the Enterprise, Environment & Infrastructure Committee.
- 1.9 The scope of the review considered the work of the Roads Maintenance Partnership including:
- carriageway and footway maintenance
  - carriageway and footway asset management
  - road scheme design and project management
  - winter maintenance
  - emergency response to roads incidents (flooding and weather)
- 1.10 Membership of the group consisted of:
- Councillor Colin Stewart (Chair)
  - Councillor Angus Forbes

- Councillor Willie Wilson
- Councillor Dave Doogan
- Councillor Henry Anderson
- Councillor Xander McDade
- Barbara Renton - Executive Director
- Willie Young – Head of Service
- Stuart D’All - Deputy Partnership Manager (now Manager)
- other council officers or external agencies invited on an ad hoc basis dependant on subject matter

1.11 Over a number of meetings, presentations were delivered by the Deputy Partnership Manager and the Managing Director of Tayside Contracts. These detailed how the service is delivered within the Partnership. Officers were then remitted to consider alternative means of service delivery and the potential benefits of these other methods.

1.12 Five alternative service delivery options were considered and presentations were delivered by organisations providing services under the following alternative models:

- in house Direct Labour Organisation
- award of selective works to Tayside Contracts outwith a partnership agreement (client/contractor split)
- direct award of all works to Tayside Contracts within a partnership
- joint Committee working across multiple local authorities
- partnership with external private company

1.13 The local authorities represented were Aberdeenshire Council, Angus Council, Dundee City Council, East Ayrshire Council and North Lanarkshire Council.

1.14 Elected members took the opportunity to question officers representing the other councils in relation to benefits they deemed were achieved through their own method of delivery.

1.15 At the final meeting of the group in November 2018, following consideration of all information submitted, the view of the MOWG was that the Road Maintenance Partnership between Perth and Kinross Council and Tayside Contracts should be continued through a 4 year agreement.

## **2. PROPOSALS**

2.1 The Road Maintenance Partnership (RMP) supports service delivery through an integrated organisation consisting of both Perth & Kinross Council and Tayside Contracts Road Maintenance employees. Each organisation retains overall responsibility for the terms and conditions of their own employees.

2.2 Governance of the RMP is undertaken by an Executive Board comprising Officers and Tayside Contracts. A Partnership Agreement will cover key areas

such as principles for operational delivery, management of employees, overall responsibilities and dispute resolution.

- 2.3 The Partnership Manager will, for the term of the agreement, be a Perth and Kinross Council employee.
- 2.4 The 2011 Partnership Agreement provided for the Chair of the Partnership Board to rotate between senior managers of the Council and Tayside Contracts annually. It is proposed that this continues for the duration of the new agreement.
- 2.5 Perth & Kinross Council provides a full range of services, including statutory duties associated with the maintenance of the roads infrastructure as required by the Road (Scotland) Act 1984 and the Transport (Scotland) Act 2005. The RMP provides for the effective maintenance of the adopted road network, including footways, to ensure that it is properly maintained in a safe condition and delivers Best Value to the Council.
- 2.6 It is proposed that:-
- (i) the RMP will work to a Partnering Agreement until March 2023 (See Appendix 1).
  - (ii) the RMP will report performance to the Environment & Infrastructure Committee through the annual Roads Status Report
  - (iii) the RMP will comply with financial governance arrangements relating to each organisation while ensuring commercial confidentiality of external contractors.
  - (iv) the RMP will review the Best Value in Procurement of Roads Maintenance Projects agreed by Committee in February 2002, and will report to Environment & Infrastructure Committee during financial year 2019/20.
  - (v) the Managing Director of Tayside Contracts or his nominee will attend Scrutiny Committee on an annual basis to answer questions about the work of Tayside Contracts.

### **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The Member/Officer Working Group examined a number of issues in relation to the Roads Maintenance Partnership. This included detailed examination of a review of how works are awarded, the governance arrangements in place and benchmarking of other operational models, taking into consideration the business model of Tayside Contracts. It also considered the national collaboration agenda and work being undertaken with our neighbouring local authorities to enhance further joint working.
- 3.2 It is recommended that the Committee:-
- (i) notes the content of report and the work of the Member/Officer Working Group;

- (ii) approves the Partnering Agreement (2019 – 2023) as attached in Appendix 1 with effect from 1 June 2019;
- (iii) requests the Managing Director or his nominee of Tayside Contracts attends Scrutiny Committee on an annual basis to answer questions about the work of Tayside Contracts; and
- (iv) requests the Executive Director (Housing & Environment) to bring back a report to Committee on the Best Value in Procurement of Roads Maintenance by March 2020.

#### Author

| Name         | Designation         | Contact Details                                                                                  |
|--------------|---------------------|--------------------------------------------------------------------------------------------------|
| Stuart D'All | Partnership Manager | 01738 475000<br><a href="mailto:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation                                   | Date          |
|----------------|-----------------------------------------------|---------------|
| Barbara Renton | Executive Director<br>(Housing & Environment) | 10 April 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan                                      | <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>No</b>         |
| Strategic Environmental Assessment                  | <b>No</b>         |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>Yes</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 all of the above objectives.

#### Corporate Plan

- 1.3 The Council's Corporate Plan 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. These objectives are met by implementing schemes which promote road safety.

## **2. Resource Implications**

### Financial

- 2.1 There are no direct financial implications within this report.

### Workforce

- 2.2 There are no direct workforce implications within this report.

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

- 2.3 There are no land, property, or information technology implications arising from the contents of this 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.
- 3.2 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 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. 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. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change.
- 3.5 The proposals contained within the report are assessed to have a positive impact on sustainability, particularly with regard to encouraging recycling techniques and recycled material use.

### Legal and Governance

- 3.6 The Council are required, as Roads Authority under the Roads (Scotland) Act 1984, to manage and maintain the roads held on the List of Public Roads. This report considers the discharge of this duty.

### Risk

- 3.7 There are no significant risks associated with the implementation of this project.

## **4. Consultation**

- 4.1 Consultation on the development of this report has been undertaken through the Member Officer Working Group.

## **5. Communication**

- 5.1 No communication has been carried out in preparing this report.

## **2. BACKGROUND PAPERS**

- 2.1 None.

## **3. APPENDICES**

- 3.1 Appendix 1 – Partnering Agreement



## PARTNERING AGREEMENT

### Appendix 1



# **PERTH AND KINROSS COUNCIL AND TAYSIDE CONTRACTS ROAD MAINTENANCE PARTNERSHIP PARTNERING AGREEMENT 1 APRIL 2019 TO 31 MARCH 2023**



## **PARTNERING AGREEMENT**

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## **PARTNERING AGREEMENT**

### **INTRODUCTION**

### **EXECUTIVE SUMMARY**

It is proposed that the roads maintenance service for Perth and Kinross Council continues to be delivered by partnering with Tayside Contracts and be delivered by means of a Partnering Agreement.

The Partnering Agreement will be for a 4 year period and will be reviewed prior to the end of the agreement with a recommendation being made to Perth and Kinross Council to continue, if considered to still be fit for purpose.

Operational delivery will be by means of an integrated organisation comprising both Perth and Kinross and Tayside Contracts road maintenance employees.

Responsibility for service delivery will be by means of an Executive Board consisting of Officers of Housing and Environment Service, Perth and Kinross Council, and Tayside Contracts

## **PARTNERING AGREEMENT**

### **SERVICE DESCRIPTION**

Perth and Kinross Council provides a full range of services including its statutory duty as Roads Authority under Roads (Scotland) Act 1984 and Transport (Scotland) Act 2005. The roads maintenance service provides for the effective maintenance of the adopted road network, including footways, to ensure that it is properly maintained in a safe condition.

The road maintenance service is responsible for ensuring that statutory inspections are carried out and any necessary works are undertaken to ensure the continuing safety of road users. In addition the service is responsible for reviewing the overall condition of the network and for compiling and implementing a prioritised programme of named schemes for structural maintenance works.

The service is responsible for ensuring that gritting and snow clearing operations for winter maintenance are carried out in an effective and efficient manner and is committed to reviewing and improving this element of the service using the necessary resources and technology as appropriate.

The service recognises the potential environmental impacts of its operations and supports the use of recycling techniques and use of recycled materials where proven and appropriate.

## PARTNERING AGREEMENT

### VISION STATEMENT

The Partnership will deliver a sector-leading service for road maintenance, driving improvements which will be demonstrated through a number of focussed performance measures.

Our aim is to:

- Improve the overall management and maintenance of the road asset and become one of the leading authorities in Scotland for this service.
- Achieve Best Value in the procurement of road maintenance works.
- Improve the public perception of the condition of the road asset by reducing the number of customer complaints.
- Achieve Significant Trading Operation legislative requirements.
- Ensure that health and safety is fully considered within every aspect of work undertaken.
- Minimise the adverse impact that the road maintenance function has on the environment.
- Create a responsive organisation that develops, monitors and evaluates standards of performance.
- Encourage innovation that adds value to our products and services.
- Seek to expand our customer base within current legislation for the benefit of the community.
- Effectively manage and develop our people.
- Improve communication and awareness
- Reduce duplication, both in terms of systems and resources
- Reduce the average unit cost of road maintenance works

## **PARTNERING AGREEMENT**

- Improve management and reporting
- Improve supervision and productivity

The culture, ethos and vision of the two organisations is ideally suited to providing a seamless best value road maintenance service to the Council and to end users of road maintenance services in Perth and Kinross through the framework of a Partnering Arrangement. Our approach and commitment to the Partnering Agreements is detailed below.

### **CHARTER**

We are committed to working together to deliver a successful road maintenance service meeting all safety, cost, quality and time criteria and demonstrating best value. To achieve this we will be:

- Open and honest and work together as a single team, with integrity, empowered and committed in a spirit of mutual trust and co-operation to meet users and each other's service needs
- Innovative, effective and excellent service delivery
- Efficient through continuous improvement

## PARTNERING AGREEMENT

### PARTNERSHIP OBJECTIVES

We will work together to improve the service we provide to all road users by:

- Improving the efficiency of the service
- Making best use of all the resources available to us
- Minimising the adverse environmental impact of our activities
- Reducing unnecessary disruption to the public
- Ensuring the quality of our work is maintained and improved

Our goal will be to get things right first time every time.

## **PARTNERING AGREEMENT**

### **MANAGEMENT**

The Executive Board (the board) is responsible for the overall performance of the service. It consists of 6 officer members, 3 from Perth & Kinross Council and 3 from Tayside Contracts together with the Roads Maintenance Partnership Manager.

The board will meet not less than 4 times per annum and more frequently if determined necessary. It examines all aspects of the service covered by the Agreement which affects the effective delivery of the service and is supported by a range of performance information.

Each party may appoint or remove members by notice to the other, and each party will use best endeavours to notify the other party when a substitute will be in attendance.

The Board operates as follows:-

- The Chair is appointed annually by rotation at the Boards Annual Meeting
- The quorum for meetings shall be 5.
- The Board shall meet at least four times a year of which one meeting will be the Annual Meeting.

The Executive Board shall hold the Roads Maintenance Partnership Manager accountable for the day to day running of the partnership and shall provide strategic direction, corporate monitoring and reporting, leadership and support to the partnership.



## **PARTNERING AGREEMENT**

The Road Maintenance Partnership Manager shall be responsible for the day to day operation of the partnership and for updating the Executive Board on progress in relation to the Performance Measures & Targets as detailed in the annual service plan agreed by the Executive Board. More specifically the Roads Maintenance Partnership Manager shall present to the Executive Board at all its meetings a quarterly performance report detailing outcomes achieved in relation to service plan objectives. The Roads Maintenance Partnership Manager shall also present an annual report to the Executive Board detailing the performance of the partnership against the service plan objectives.

The organisational chart showing the operational structure of the service, split between Tayside Contracts and Perth and Kinross Council staff is detailed at Appendix 1.

## **PARTNERING AGREEMENT**

### **GOVERNANCE & PERFORMANCE MEASURE**

The Roads Maintenance Partnership Manager will ensure governance requirements of both organisations are complied with and kept separate as required for commercial confidentiality reasons. Clear process and procedure will be in place to ensure the transparency of this activity.

Works will be awarded in accordance with “Proposals for Obtaining Best Value in Procurement of Works” as approved by Roads & Transport Committee on 13<sup>th</sup> February 2002.

An annual service plan shall be prepared by Roads Maintenance Partnership Manager detailing Performance Measures and Targets to be achieved. An Executive Board shall be responsible for agreement and delivery of the Performance Measures and Targets.

The Road Maintenance Partnership Manager shall be responsible for the day to day operation of the partnership and for updating the Executive Board on progress in relation to the Performance Measures and Targets as detailed in the annual service plan agreed by the Executive Board.

General performance indicators as derived from the APSE return will be monitored and reported to Council annually. These will be compared against similar authorities in accordance with Society of Chief Officers for Transportation in Scotland Asset Management Family Groups.

## **PARTNERING AGREEMENT**

The aim of the Partnership is to improve the condition of the road network in the most cost effective manner as possible. The Roads Maintenance Partnership Manager will monitor and report unit costs to ensure value for money continues to be provided.

The Roads Maintenance Partnership Manager will bring to Council new and reviewed Policy/Strategy as appropriate to the delivery of the road maintenance service.

### **Term**

The term of this agreement will be from 1 April 2019 for a period of 4 years ending on 31 March 2023 unless otherwise agreed. The agreement will be reviewed prior to the 31 March 2023 and a recommendation made as to its continuation. In the event that the Partnership is considered to continue to be a success, it is the intention of all parties to extend the Partnership for a further period.

### **Payment**

Works will be awarded and reimbursed in accordance with “Proposals for Obtaining Best Value in Procurement of Works” as approved by Roads & Transport Committee on 13<sup>th</sup> February 2002.

Tayside Contracts will assess the amount due and submit an invoice at the end of each month.

The Employer pays Tayside Contracts within 3 weeks of receiving the Tayside Contracts invoice.

If the Employer does not agree with the invoice submitted by Tayside Contracts, he notifies Tayside Contracts of the reason for his disagreement before the payment becomes due.

Should Tayside Contracts wish to dispute the Employers decision the Dispute Resolution Procedure would begin at Stage 1

## PARTNERING AGREEMENT

### DISPUTE RESOLUTION

We intend that where a dispute arises, it should be resolved at the earliest possible time and at the point of dispute. Where a resolution is not achieved the following will apply:

#### Stage 1

- The matter will be referred by the parties in dispute to the Roads Maintenance Partnership Manager who will rule on the dispute
- Where resolution has not been determined the Roads Maintenance Partnership Manager will escalate as follows:

#### Stage 2

- The matter will be referred by the Roads Maintenance Partnership Manager to Head of Service Environment and Consumer Services, who will resolve the matter with the Head of Operations, Tayside Contracts. Where satisfactory resolution has not been agreed the HoS will escalate as follows:

#### Stage 3

- The matter will be referred to Depute Director Housing and Environment and the Managing Director of Tayside Contracts who will be the final arbiters.

## **PARTNERING AGREEMENT**

### **INSURANCE**

The Council indemnifies Tayside Contracts against claims, proceedings, compensation and costs payable which arise directly from the lawful, non-negligent provision of the service, or which arise from any fault, negligence, breach of statutory duty or any acts prejudicial to any legal rights which provision, fault, negligence, breach of statutory duty or prejudicial acts are solely attributable to the Council which are the unavoidable result of the service or of providing the Service or which arise from fault, negligence, breach of statutory duty, or interference with a legal right by the Council except by Tayside Contracts.

Tayside Contracts indemnifies the Council against loss, damage, injury, illness or disease, claims, proceedings, compensation and costs arising from their negligent carrying out of the Service.

Notwithstanding the foregoing generality, Tayside Contracts will effect and maintain the following insurances:

Employers Liability: minimum indemnity limit £10million any one incident, unlimited in the period;

Public Liability: minimum indemnity limit £10million any one incident, unlimited in the period.

### **PEOPLE MANAGEMENT**

All individuals working within the Partnership will remain on the terms and conditions of their employing organisation. Similarly, all disciplinary, sickness absence, work performance matters etc will be dealt with in accordance with the employment policies, procedures and protocols of the employing organisation. As such the provisions of TUPE do not apply to the Partnership.

## **PARTNERING AGREEMENT**

### **PROGRAMMING**

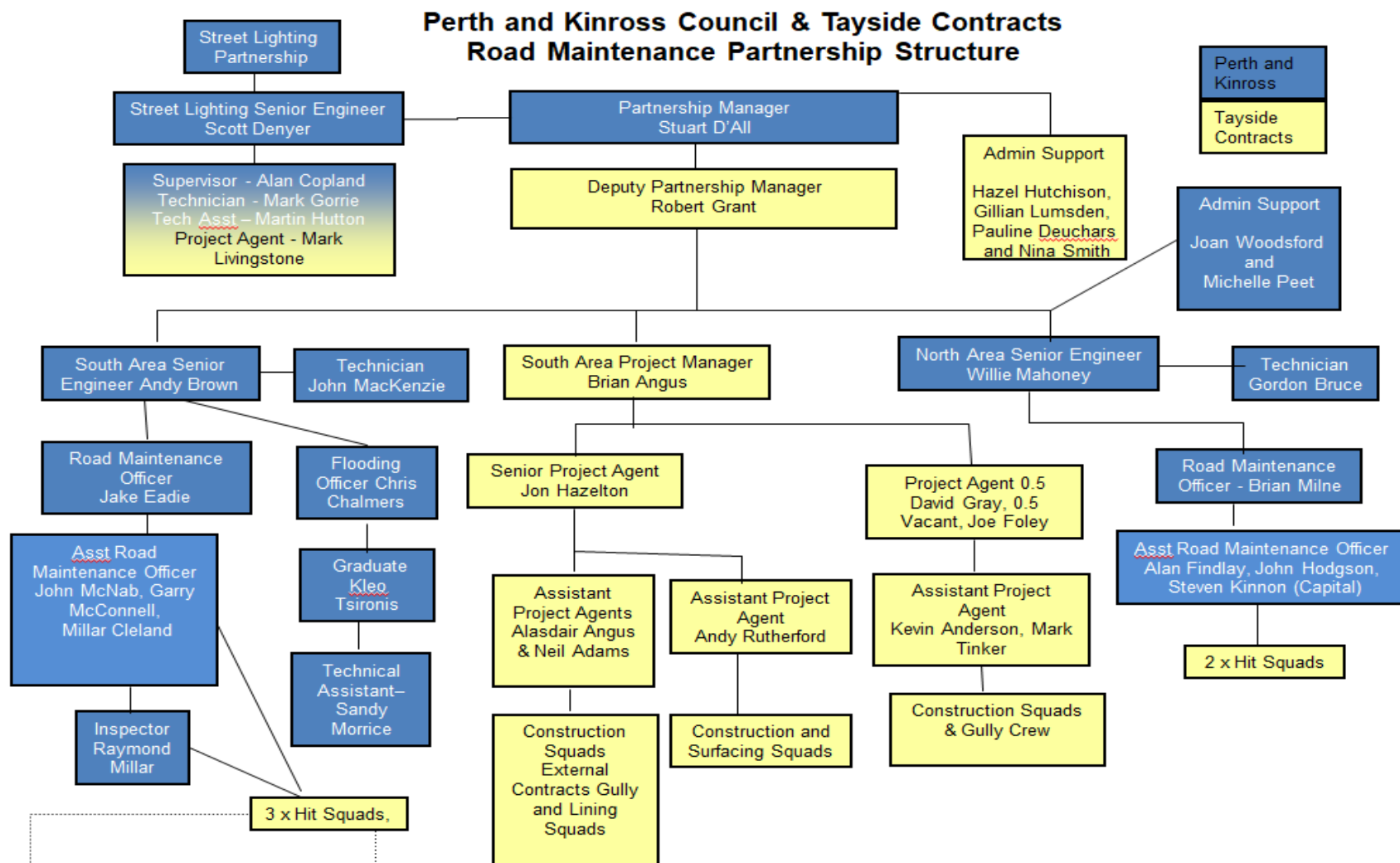
We agree that the service should be delivered to meet the requirements of the Council and end users in the most efficient manner possible. To do this we will jointly plan and programme work so as to achieve customer satisfaction, best value and compliance with statutory requirements to co-ordinate works on the network.

### **TERMINATION**

We agree that the parties may terminate the Partnering Agreement by giving six months' notice in writing to the other party, such notice being effective from 1 April or 1 October whichever date next follows the notice in writing.

# PARTNERING AGREEMENT

## Appendix A



**PARTNERING AGREEMENT**

-----

Barbara Renton  
Executive Director  
Housing and Environment Service  
Perth and Kinross Council

-----

Iain C Waddell  
Managing Director  
Tayside Contracts

Date-----

Date-----



**PERTH & KINROSS COUNCIL**

**Environment & Infrastructure Committee**

**15 May 2019**

**Active Travel Strategy -**

**Cycling, Walking and Safer Streets (CWSS) Projects 2019/20**

**Report by Depute Director (Housing & Environment) (Report No. 19/135)**

This report details the Cycling, Walking and Safer Streets (CWSS) projects implemented in 2018/19. It also seeks Committee approval for a list of Cycling, Walking and Safer Streets projects for 2019/20 and for potential schemes in 2020/21.

**1. BACKGROUND**

- 1.1 In 2018/19, the Scottish Ministers, in exercise of their powers under Section 70 of the Transport (Scotland) Act 2001, offered Perth and Kinross a capital grant of £205,000 for Cycling, Walking and Safer Street (CWSS) projects.
- 1.2 In 2019/20, the Scottish Ministers, in exercise of the same powers, have offered Perth and Kinross Council a capital grant for CWSS projects of up to £247,000. Transport Scotland expect the CWSS grant to be used for the purpose of undertaking a programme of works for local cycling, walking and safer streets projects.
- 1.3 Included in the terms and conditions of the grant is a provision that local authorities shall consider a minimum spend of 36% (and preferably above 50%) on works and promotion relating to cycling. This approach was agreed by the COSLA Regeneration and Sustainable Development Executive Group on 5 February 2010.

**Cycling, Walking and Safer Streets 2018/19**

- 1.4 At its meeting on 23 May 2018 (Report No. 18/175 refers), the Environment and Infrastructure Committee approved a list of works to be funded from the 2018/19 Scottish Government grant of £205,000 for CWSS projects.
- 1.5 Details of the various schemes approved, and how the funding was spent in 2018/19, are listed in Appendix 1.
- 1.6 In total, £205,000 of actual works was funded in 2018/19 from the CWSS grant. As approximately 45% of the 2018/19 grant funding was spent on cycling works, the terms and conditions of the grant were met. Match funding of £20,000 from Tayside and Central Transport Partnership (TACTRAN) was also secured in order to deliver the Lower Carse Cycle Lockers project.

## **2. PROPOSALS**

### **Cycling, Walking and Safer Streets - Proposed Programme 2019/20**

- 2.1 In accordance with the terms and conditions of the grant, the schemes which have been identified for implementation in 2019/20 are listed at Appendix 2. Potential schemes for 2020/21 are also outlined in Appendix 3. The associated plans for the proposed works during 2019/20 and 2020/21 are shown in Appendix 4.
- 2.2 In Appendix 2, schemes 2, 3, 4, 6, 7, 8 and 9 for 2019/20 have been identified through working with the local communities, schools and elected members. The proposals numbered 1, 5 and 10 were identified following street audits with Living Streets and the Centre for Inclusive Living (Perth & Kinross), the respective local elected members and community councils.
- 2.3 An application to Sustrans for match funding for projects 2 and 3 listed in Appendix 2 was submitted in April 2019.
- 2.4 A contribution of £5,000 has been secured from a developer to deliver the provision of a flat topped ramp in Hunter Street, Auchterarder. This contribution for project 9 is also shown in Appendix 2.
- 2.5 If any projects are constructed below the estimated project cost, then consideration will be given to bringing forward projects identified for 2020/21. Delivering the projects listed in Appendix 2 will support meeting the targets of the Cycle Action Plan for Scotland and will be compatible with the Perth Cycle Network Masterplan approved at Environment and Infrastructure Committee on 20 March 2019 (Report No.19/81 refers). A number of these projects will improve and expand the cycling network infrastructure in Perth & Kinross.
- 2.6 All schemes listed in Appendix 2 will be implemented within the current financial year. Design briefs have been allocated and some works are already provisionally programmed. The schemes identified will ensure that approximately 75% of the Grant funding is spent on cycling works. The Council will, therefore, meet the requirements on spend on cycle related projects during 2019/20.

### **Cycling, Walking and Safer Streets Proposed Programme 2020/21**

- 2.7 In Appendix 3, all the schemes listed have been identified through working with the local communities, schools and elected members. All these projects are intended to be carried out in 2020/21, if funding permits. It would be intended to seek, where appropriate, match funding from Sustrans and other appropriate funding partners.
- 2.8 In accordance with the terms and conditions of the grant in relation to spend on cycle related projects, for 2020/21 it is proposed to implement a number of cycle projects. This amounts to approximately 37% of the Grant funding. The Council will, therefore, meet the requirements on spend on cycle related

projects during 2020/21.

### 3. CONCLUSIONS AND RECOMMENDATIONS

3.1 This report provides an update on the projects implemented through the Scottish Government Grant for Cycling, Walking and Safer Streets in 2018/19. It details the schemes which it is proposed to fund from the grant in 2019/20 as well as potential schemes for 2020/21.

3.2 It is recommended that the Committee:

- (i) notes the schemes implemented from the Cycling, Walking and Safer Streets Grant Funding in 2018/19 as detailed at Appendix 1.
- (ii) approves the list of works for Cycling, Walking and Safer Streets projects for the financial year 2019/20 as detailed in Appendix 2.
- (iii) approves the proposed projects to be progressed in 2019/20 and carried out in 2020/21.

#### Author

| Name            | Designation         | Contact Details                                |
|-----------------|---------------------|------------------------------------------------|
| Charles Haggart | Traffic and Network | 01738 475000<br>HESCommitteeReports@pkc.gov.uk |

#### Approved

| Name           | Designation                                   | Date         |
|----------------|-----------------------------------------------|--------------|
| Barbara Renton | Executive Director<br>(Housing & Environment) | 4 April 2019 |

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You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes/No</b> |
|-----------------------------------------------------|---------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>    |
| Corporate Plan                                      | <b>Yes</b>    |
| <b>Resource Implications</b>                        |               |
| Financial                                           | <b>Yes</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>Yes</b>    |
| Sustainability (community, economic, environmental) | <b>Yes</b>    |
| Legal and Governance                                | <b>Yes</b>    |
| Risk                                                | <b>None</b>   |
| <b>Consultation</b>                                 |               |
| Internal                                            | <b>Yes</b>    |
| External                                            | <b>Yes</b>    |
| <b>Communication</b>                                |               |
| Communications Plan                                 | <b>Yes</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 all of the above objectives.

## Corporate Plan

- 1.3 The Council's Corporate Plan 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. These objectives are met by implementing schemes which promote road safety.

## **2. Resource Implications**

### Financial

### Capital

- 2.1 The Scottish Government has made available a grant of £247,000 to the Council for CWSS projects for 2019/20. The list of works recommended in this report will fully utilise this grant. Applications for grant funding from Sustrans are to be submitted in June 2019 for projects 2 (Shore Road, Perth (£30,000)) and 3 (A912/A913 Aberargie Phases 1 and 2 (£40,000)) in Appendix 2 with a total estimated value of £70,000.

### Revenue

- 2.2 It is estimated that the Revenue budget commitments arising from the routine maintenance of traffic calming features, footways, cycle paths and traffic signing (£3,000) will be met from the Roads Maintenance budgets. These costs will require to be prioritised within the existing revenue budgets.

### Workforce

- 2.3 There are no workforce implications arising from this report.

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

- 2.4 There are no land and property, or information technology implications arising from the contents of this report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 An equality impact assessment needs to be carried out for functions, policies, procedures or strategies in relation to race, gender and disability and other relevant protected characteristics. This supports the Council's legal requirement to comply with the duty to assess and consult on relevant new and existing policies.

3.2 The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:

- Assessed as **relevant** and no actions are required to be taken to reduce or remove negative impacts:
- Assessed as **relevant** and the following positive outcomes are expected following implementation:
  - a) The measures, for example improved crossing facilities, footways and traffic calming features, will provide improved access for communities, and will particularly improve travel opportunities for disabled people with mobility issues, sight or hearing impairment, children, elderly people & parent/carers walking with children in pushchairs/buggies.
  - b) The measures will provide improvements for road users of all ages, but particularly for children and elderly people. This will include facilities to enable them to cross roads safely.
  - c) The measures will also encourage children to walk or cycle to school, thus bringing health benefits.
  - d) The measures will provide opportunities for increased travel by foot and cycle for all age groups.

#### 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).

3.4 The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

#### Sustainability

3.5 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.

#### Legal and Governance

3.6 Relevant Traffic Regulation Orders will be promoted in accordance with The Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999.

## Risk

- 3.7 There are no significant risks associated with the implementation of this project.

## **4. Consultation**

- 4.1 The Head of Legal and Governance, the Head of Finance and Police Scotland have been consulted in the preparation of this report.
- 4.2 As part of the scheme design, consultation will be carried out with the relevant parties where appropriate, including the local elected members.

## **5. Communication**

- 5.1 For some projects, approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order (TRO). This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to be raised. If objections are raised, these will be reported back to Committee, with appropriate recommendations.

## **2. BACKGROUND PAPERS**

- 2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report; (list papers concerned)
- Report to Enterprise and Infrastructure Committee 8 June 2011, Cycling, Walking and Safer Streets (CWSS) Projects 2011/12 (11/290)
  - Report to Enterprise and Infrastructure Committee 23 November 2011, Cycling, Walking and Safer Streets Projects 2011/12 Update and Sustrans Community Links Programme 2011/12 (11/580)
  - Report to Enterprise and Infrastructure Committee 5 June 2013, Cycling, Walking and Safer Streets (CWSS) Projects 2013/14 (13/276)
  - Report to Enterprise and Infrastructure Committee 4 June 2014, Cycling, Walking and Safer Streets (CWSS) Projects 2014/15 (14/238)
  - Report to Enterprise and Infrastructure Committee 3 June 2015, Cycling, Walking and Safer Streets (CWSS) Projects 2015/16 (15/230)
  - Report to Enterprise and Infrastructure Committee 1 June 2016, Cycling, Walking and Safer Streets (CWSS) Projects 2016/17 (16/244)
  - Report to Enterprise and Infrastructure Committee 14 June 2017, Cycling, Walking and Safer Streets (CWSS) Projects 2017/18 (17/209)
  - Report to Enterprise and Infrastructure Committee 23 May 2018, Cycling, Walking and Safer Streets (CWSS) Projects 2018/19 (18/175)

### **3. APPENDICES**

- 3.1 Appendix 1 - Cycling, Walking and Safer Streets (CWSS) Projects 2018/19.
- 3.2 Appendix 2 - Cycling, Walking and Safer Streets (CWSS) Projects 2019/20.
- 3.3 Appendix 3 - Cycling, Walking and Safer Streets (CWSS) Projects 2020/21.
- 3.4 Appendix 4 - Plans 1- 18.



## APPENDIX 1

## Cycling, Walking and Safer Streets Projects 2018/19

|          |                                                    |
|----------|----------------------------------------------------|
| <b>G</b> | Green – Works completed in 2018/19                 |
| <b>A</b> | Amber - Works delayed and not completed in 2018/19 |
| <b>R</b> | Red – Works did not proceed in 2018/19             |

| Shared Use Paths / Community Schemes / Safer Routes to Schools |                                                                                                                                                                                                                                                                                                                                           |                     |   |
|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---|
| 1                                                              | Lower Carse Cycle Lockers                                                                                                                                                                                                                                                                                                                 | CWSS £28,000.00     | G |
|                                                                |                                                                                                                                                                                                                                                                                                                                           | Tactran £20,000.00  |   |
|                                                                | Provision of cycle lockers at various service bus stops along the lower Carse. Ward 1.                                                                                                                                                                                                                                                    |                     |   |
| 2                                                              | Longforgan – Phase 2                                                                                                                                                                                                                                                                                                                      | CWSS £28,000.00     | G |
|                                                                | Provision of 2.5m wide shared use path in Mary Findlay Drive south to Castle Street. Ward 1.                                                                                                                                                                                                                                              |                     |   |
| 3                                                              | Shore Road, Perth                                                                                                                                                                                                                                                                                                                         | CWSS £18,000.00     | R |
|                                                                |                                                                                                                                                                                                                                                                                                                                           | Sustrans £18,000.00 |   |
|                                                                | 1.0m strip widening of footway along Shore Road from Railway Bridge past Marshall Place to the South Inch car park, to provide shared use path for cyclists and pedestrians. Ward 12.<br>Project delayed to 2019/20 due to the presence of public utilities and to ensure that proposed works tie in with Perth Cycle Network Masterplan. |                     |   |
| 4                                                              | City Centre, Perth                                                                                                                                                                                                                                                                                                                        | CWSS £10,000.00     | G |
|                                                                | Provision of corduroy tactile paving and other minor measures to improve the city centre for pedestrians with visual and mobility impairment. Ward 12.                                                                                                                                                                                    |                     |   |
| 5                                                              | Town Centre, Crieff                                                                                                                                                                                                                                                                                                                       | CWSS £14,000.00     | G |
|                                                                | Provision of minor measures to improve the centre of Crieff for pedestrians with visual and mobility impairment. Ward 6.                                                                                                                                                                                                                  |                     |   |
| 6                                                              | Town Centre, Blairgowrie                                                                                                                                                                                                                                                                                                                  | CWSS £1,000.00      | G |
|                                                                | Provision of minor measures to improve the centre of Blairgowrie for pedestrians with visual and mobility impairment. Ward 3.                                                                                                                                                                                                             |                     |   |
| 7                                                              | Town Centre, Kinross                                                                                                                                                                                                                                                                                                                      | CWSS £9,000.00      | G |
|                                                                | Provision of minor measures to improve the centre of Kinross for pedestrians with visual and mobility impairment. Ward 8.                                                                                                                                                                                                                 |                     |   |

|    |                                                                                                                                                                                                                                                           |                  |   |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---|
| 8  | Town Centre, Pitlochry                                                                                                                                                                                                                                    | CWSS £22,000.00  | G |
|    | Provision of minor measures to improve the centre of Pitlochry for pedestrians with visual and mobility impairment. Ward 4.                                                                                                                               |                  |   |
| 9  | Town Centre, Aberfeldy                                                                                                                                                                                                                                    | CWSS £4,000.00   | G |
|    | Provision of minor measures to improve the centre of Aberfeldy for pedestrians with visual and mobility impairment. Ward 4.                                                                                                                               |                  |   |
| 10 | Town Centre, Coupar Angus                                                                                                                                                                                                                                 | CWSS £7,000.00   | G |
|    | Provision of minor measures to improve the centre of Coupar Angus for pedestrians with visual and mobility impairment. Ward 2.                                                                                                                            |                  |   |
| 11 | Town Centre, Auchterarder                                                                                                                                                                                                                                 | CWSS £14,000     | G |
|    | Provision of minor measures to improve the centre of Auchterarder for pedestrians with visual and mobility impairment. Ward 7.                                                                                                                            |                  |   |
| 12 | King Street / Commissioner Street, Crieff                                                                                                                                                                                                                 | CWSS £18,000.00  | R |
|    | Provision of build-out around King Street/Commissioner Street junction to improve pedestrian crossing facilities. Ward 6.<br>Project delayed to 2019/20 due to workload and programming delays.                                                           |                  |   |
| 13 | Bute Drive, Perth                                                                                                                                                                                                                                         | CWSS £45,000.00  | G |
|    | Provision of 2.5m wide shared use path to link Bute Drive to the Round Perth Cycle Route. Ward 12.                                                                                                                                                        |                  |   |
| 14 | Ardblair Trail, Blairgowrie, Phase 9                                                                                                                                                                                                                      | CWSS £18,000.00  | R |
|    |                                                                                                                                                                                                                                                           | Sustrans £18,000 |   |
|    | 1.0m strip widening of footway along Elm Drive from Willow Place past Maple Place to the Community Campus to provide shared use path for cyclists and pedestrians. Ward 3.<br>Project put on hold to allow further consultation with the local community. |                  |   |
| 15 | Front Street, Braco                                                                                                                                                                                                                                       | CWSS £46,000.00  | G |
|    | Removal of mini roundabout and provision of flat topped ramp. Ward 7.                                                                                                                                                                                     |                  |   |

|  |                              |                                                                                                                                                                |
|--|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | Engineering Administration   | CWSS £21,000.00                                                                                                                                                |
|  | <b>Works Completed TOTAL</b> | <b>CWSS £190,000.00</b><br><b>Tactran £20,000.00</b><br><b>Sustrans £36,000.00</b><br><b>(Not claimed due to projects delayed until 2019/20 or not at all)</b> |

## APPENDIX 2

## Cycling, Walking and Safer Streets (CWSS) Projects 2019/20

| Shared Use Paths / Community Schemes / Safer Routes to Schools |                                                                                                                                                                                                                                                                                                               |                  |
|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 1                                                              | <b>Perth City Centre</b>                                                                                                                                                                                                                                                                                      | CWSS £15,000     |
|                                                                | Provision of corduroy tactile paving and other minor measures to improve the city centre for pedestrians with visual and mobility impairment. Ward 12. See Plan No 1.                                                                                                                                         |                  |
| 2                                                              | <b>Shore Road, Perth</b>                                                                                                                                                                                                                                                                                      | CWSS £30,000     |
|                                                                |                                                                                                                                                                                                                                                                                                               | Sustrans £30,000 |
|                                                                | Provision of 1.0m strip widening of footway along Shore Road from Railway Bridge past Marshall Place to the South Inch car park, to provide shared use path for cyclists and pedestrians. Extension of shared use link towards Edinburgh Road, and Railway Station in Marshall Place. Ward 12. See Plan No 2. |                  |
|                                                                | Note: The location of public utilities in the existing footway and the required relocation of street lighting columns has increased project costs. Match funding bid to be submitted to Sustrans.                                                                                                             |                  |
| 3                                                              | <b>A912 / A913 Aberargie Phase 1 &amp; 2</b>                                                                                                                                                                                                                                                                  | CWSS £40,000     |
|                                                                |                                                                                                                                                                                                                                                                                                               | Sustrans £40,000 |
|                                                                | Provision of 1.0m strip widening of footway along A912 and A913 to provide shared use path for cyclists and pedestrians. Ward 9. See Plan No 3. Note: Match funding bid to be submitted to Sustrans.                                                                                                          |                  |
| 4                                                              | <b>Moncur Road, Inchtute</b>                                                                                                                                                                                                                                                                                  | CWSS £40,000     |
|                                                                | 1.0m strip widening of footway along Moncur Road from Flower of Monorgan Close to Orchard Way to provide shared use path for cyclists and pedestrians to link to Inchtute Primary School. Land issues being investigated. Ward 1. See Plan No 4.                                                              |                  |
| 5                                                              | <b>King Street/Commissioner Street, Crieff</b>                                                                                                                                                                                                                                                                | CWSS £20,000     |
|                                                                | Provision of build-out around King Street/Commissioner Street junction to improve pedestrian crossing facilities. Ward 6. See Plan No 5.                                                                                                                                                                      |                  |

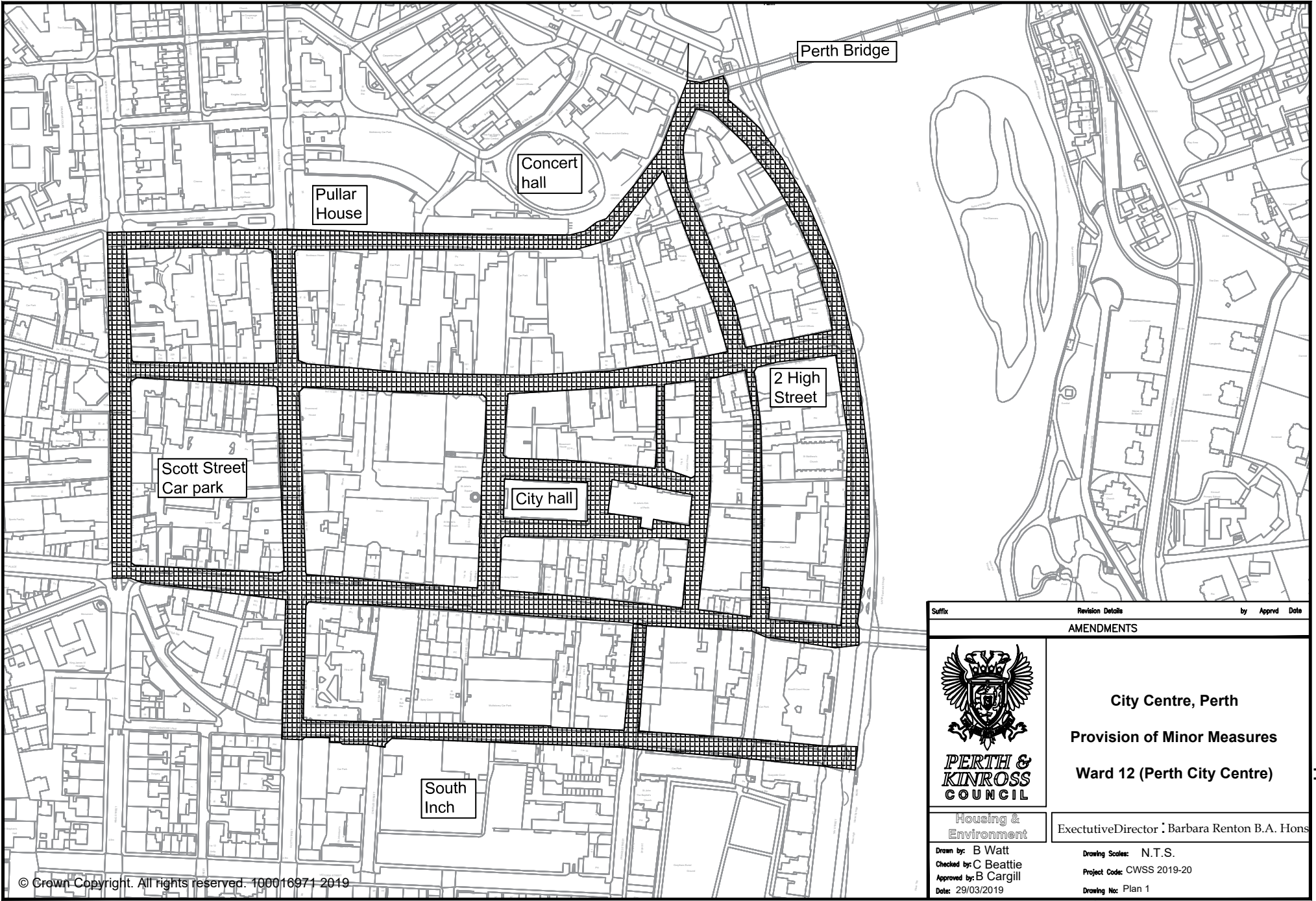
| <b>Shared Use Paths/Community Links or Safer Routes to Schools continued</b> |                                                                                                                                                                                                                                                                  |                                                                                                                                  |
|------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| 6                                                                            | <b>Moray Street, Blackford</b>                                                                                                                                                                                                                                   | CWSS £30,000                                                                                                                     |
|                                                                              | Provision of shared use path and 1.0m strip widening along Moray Street, Blackford to provide shared use path for cyclists and pedestrians between Blackford Primary School, playpark and proposed Green Route link to/from Auchterarder. Ward 7. See Plan No 6. |                                                                                                                                  |
| 7                                                                            | <b>Longforgan – Phase 3</b>                                                                                                                                                                                                                                      | CWSS £30,000                                                                                                                     |
|                                                                              | Provision of 2.5m wide shared use path in Mary Findlay Drive north to Kingswell Road to provide shared use path for cyclists and pedestrians. Ward 1. See Plan No 7.                                                                                             |                                                                                                                                  |
| 8                                                                            | <b>C448 Invervar</b>                                                                                                                                                                                                                                             | CWSS £10,000                                                                                                                     |
|                                                                              | Provision of 1.5m footway link and bus drop off / pick up point. Ward 4. See Plan No 8.                                                                                                                                                                          |                                                                                                                                  |
| 9                                                                            | <b>B8062 Hunter Street, Auchterarder</b>                                                                                                                                                                                                                         | CWSS £5,000                                                                                                                      |
|                                                                              |                                                                                                                                                                                                                                                                  | Developer £5,000                                                                                                                 |
|                                                                              | Provision of flat topped ramp on Hunter Street to reduce vehicle speeds and to improve pedestrian crossing facilities adjacent to public play park. Ward 7. See Plan No 9. Developer contribution.                                                               |                                                                                                                                  |
| 10                                                                           | <b>Town Centre, Kinross</b>                                                                                                                                                                                                                                      | CWSS £6,000                                                                                                                      |
|                                                                              | Provision of minor measures to improve the centre of Kinross for pedestrians and visual and mobility impaired. Ward 8. See Plan No 10.                                                                                                                           |                                                                                                                                  |
| Engineering Administration                                                   |                                                                                                                                                                                                                                                                  | £21,000                                                                                                                          |
| <b>TOTALS</b>                                                                |                                                                                                                                                                                                                                                                  | <b>CWSS (Eng. Admin.) £21,000</b><br><b>CWSS (Works) £226,000</b><br><b>Possible Sustrans £70,000</b><br><b>Developer £5,000</b> |

## APPENDIX 3


## Cycling, Walking and Safer Streets (CWSS) Projects 2020/21

| Potential schemes for 2020/21 |                                                                                                                                                                                                       |                  |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 11                            | <b>Stormont Road, Scone</b>                                                                                                                                                                           | CWSS £15,000     |
|                               | Provision of build outs in Stormont Road to assist school children to cross Stormont Road. Ward 2. See Plan No. 11.                                                                                   |                  |
| 12                            | <b>Pittenzie Road, Crieff</b>                                                                                                                                                                         | CWSS £20,000     |
|                               | Provision of 2.0m wide footway link along east side of Pittenzie Road from Kincardine Road to Hebridean Gardens. Land issues being investigated. Ward 6. See Plan No 12.                              |                  |
| 13                            | <b>Longforgan – Phase 4</b>                                                                                                                                                                           | CWSS £14,000     |
|                               | Provision of 2.5m wide shared use path in Mary Findlay Drive west to link Cul-de-Sacs. Ward 1. See Plan No 13.                                                                                        |                  |
| 14                            | <b>Longforgan – Phase 5</b>                                                                                                                                                                           | CWSS £20,000     |
|                               | Provision of 2.5m wide shared use path at junction of Kingswell Road and Janet Forbes Avenue. Provision of traffic calming measures in Kingswell Road. Ward 1. See Plan No 14.                        |                  |
| 15                            | <b>West Moulin Road, Pitlochry</b>                                                                                                                                                                    | CWSS £20,000     |
|                               | Provision of build outs to extend the footway in West Moulin Road at Roberston Crescent junction and reduce road carriageway width to assist pedestrians. Ward 4. See Plan No 15.                     |                  |
| 16                            | <b>Castle Brae, Huntingtower</b>                                                                                                                                                                      | CWSS £50,000     |
|                               | Provision of footpath to provide link for pedestrians between A85 and Ruthvenfield Primary School. Ward 5. See Plan No 16.                                                                            |                  |
|                               | Note: This Phase (Ph 3) will compliment Phase 2 which is being carried out during 2019/20 and funded from the New Footpath and Cycle Network budget.                                                  |                  |
| 17                            | <b>A912 / A913 Aberargie Phase 3</b>                                                                                                                                                                  | CWSS £20,000     |
|                               |                                                                                                                                                                                                       | Sustrans £20,000 |
|                               | Provision of 1.0m strip widening of footway along A912 and A913 to provide shared use path for cyclists and pedestrians. Ward 9. See Plan No 17. Note: Match funding bid to be submitted to Sustrans. |                  |
| 18                            | <b>Western Road, Auchterarder</b>                                                                                                                                                                     | CWSS £20,000     |
|                               | Provision of 2.5m wide shared use path in Mary Findlay Drive west to link Cul-de-Sacs. Ward 7. See Plan No 18.                                                                                        |                  |

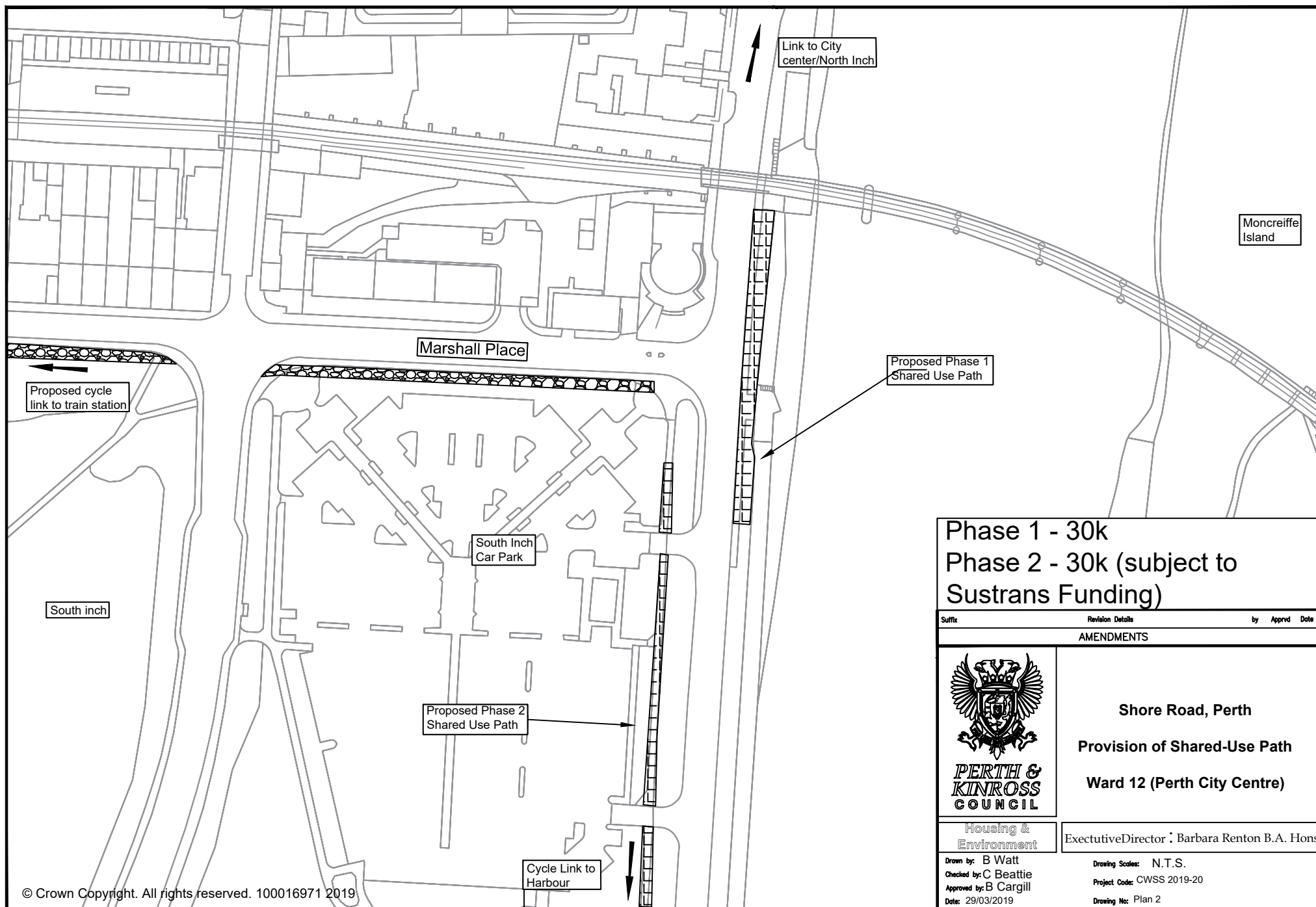
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|----------------------------|-------------------------------------------------------------------------------------------------------|
| Engineering Administration | £21,000                                                                                               |
| <b>TOTAL</b>               | <b>CWSS (Eng. Admin.) £21,000</b><br><b>CWSS (Works) £179,000</b><br><b>Possible Sustrans £20,000</b> |




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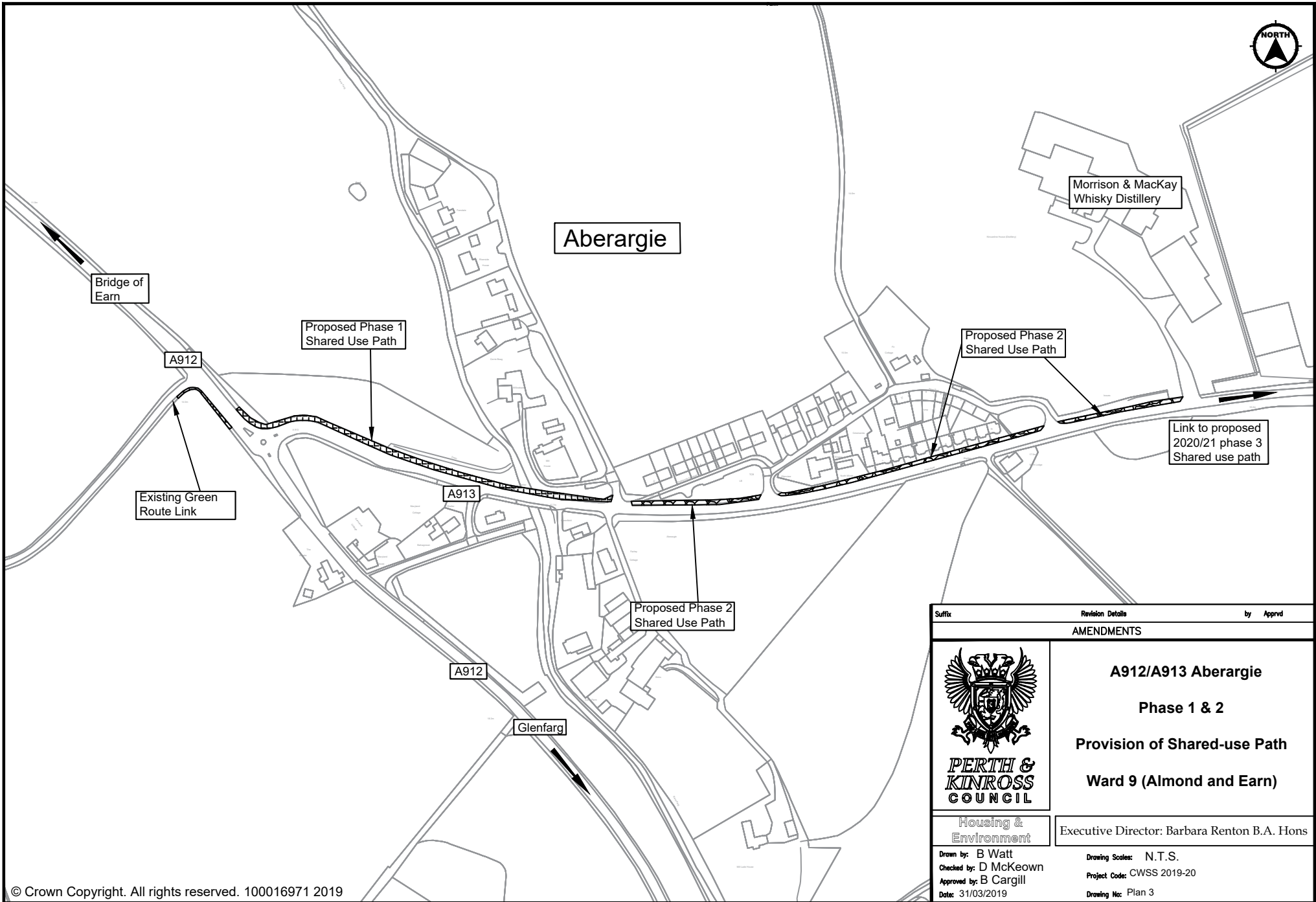
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| Suffix                                                                                                                      |  | Revision Details                             |  | by Apprd Date |  |
| AMENDMENTS                                                                                                                  |  |                                              |  |               |  |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |  | <b>City Centre, Perth</b>                    |  |               |  |
|                                                                                                                             |  | <b>Provision of Minor Measures</b>           |  |               |  |
|                                                                                                                             |  | <b>Ward 12 (Perth City Centre)</b>           |  |               |  |
| Housing & Environment                                                                                                       |  | Executive Director, Barbara Renton B.A. Hons |  |               |  |
| Drawn by: B Watt                                                                                                            |  | Drawing Scale: N.T.S.                        |  |               |  |
| Checked by: C Beattie                                                                                                       |  | Project Code: CWSS 2019-20                   |  |               |  |
| Approved by: B Cargill                                                                                                      |  | Drawing No: Plan 1                           |  |               |  |
| Date: 29/03/2019                                                                                                            |  |                                              |  |               |  |

Appendix 4 Plan 1




|                                                                                                                             |                                                                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <b>Phase 1 - 30k</b><br><b>Phase 2 - 30k (subject to Sustrans Funding)</b>                                                  |                                                                                                                            |
| Suffix                                                                                                                      | Revision Details by Appr'd Date                                                                                            |
| AMENDMENTS                                                                                                                  |                                                                                                                            |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> | <b>Shore Road, Perth</b><br><b>Provision of Shared-Use Path</b><br><b>Ward 12 (Perth City Centre)</b>                      |
| <b>Housing &amp; Environment</b><br>Drawn by: B Watt<br>Checked by: C Beattie<br>Approved by: B Cargill<br>Date: 29/03/2019 | Executive Director: Barbara Renton B.A. Hons<br>Drawing Scales: N.T.S.<br>Project Code: CWSS 2019-20<br>Drawing No: Plan 2 |

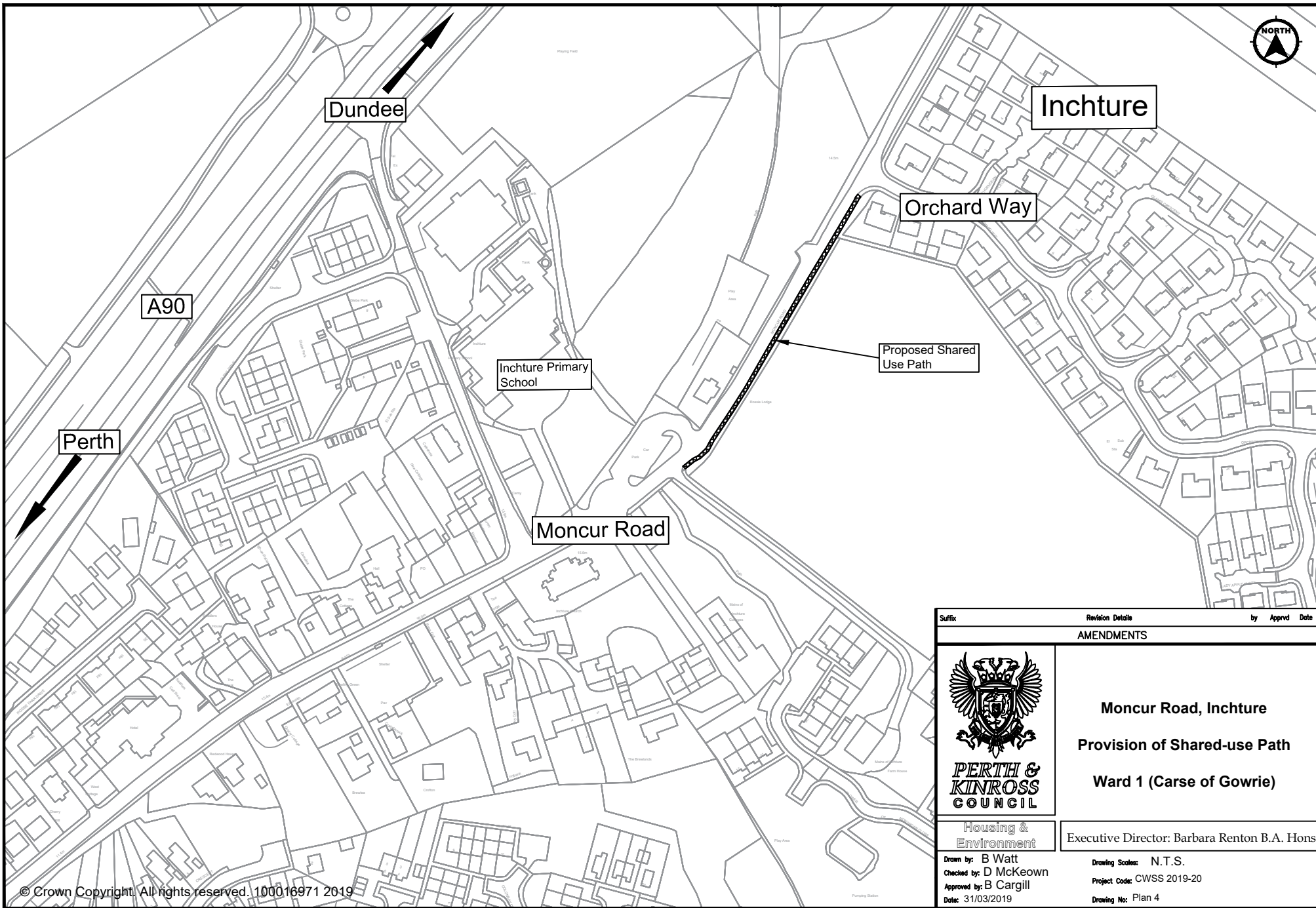





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| Suffix                                                                                                                      |  | Revision Details |  | by                                                                        |  | Approved |  |
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| AMENDMENTS                                                                                                                  |  |                  |  |                                                                           |  |          |  |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |  |                  |  | <b>A912/A913 Aberargie</b>                                                |  |          |  |
|                                                                                                                             |  |                  |  | <b>Phase 1 &amp; 2</b>                                                    |  |          |  |
|                                                                                                                             |  |                  |  | <b>Provision of Shared-use Path</b>                                       |  |          |  |
|                                                                                                                             |  |                  |  | <b>Ward 9 (Almond and Earn)</b>                                           |  |          |  |
| <b>Housing &amp; Environment</b>                                                                                            |  |                  |  | Executive Director: Barbara Renton B.A. Hons                              |  |          |  |
| Drawn by: B Watt<br>Checked by: D McKeown<br>Approved by: B Cargill<br>Date: 31/03/2019                                     |  |                  |  | Drawing Scale: N.T.S.<br>Project Code: CWSS 2019-20<br>Drawing No: Plan 3 |  |          |  |

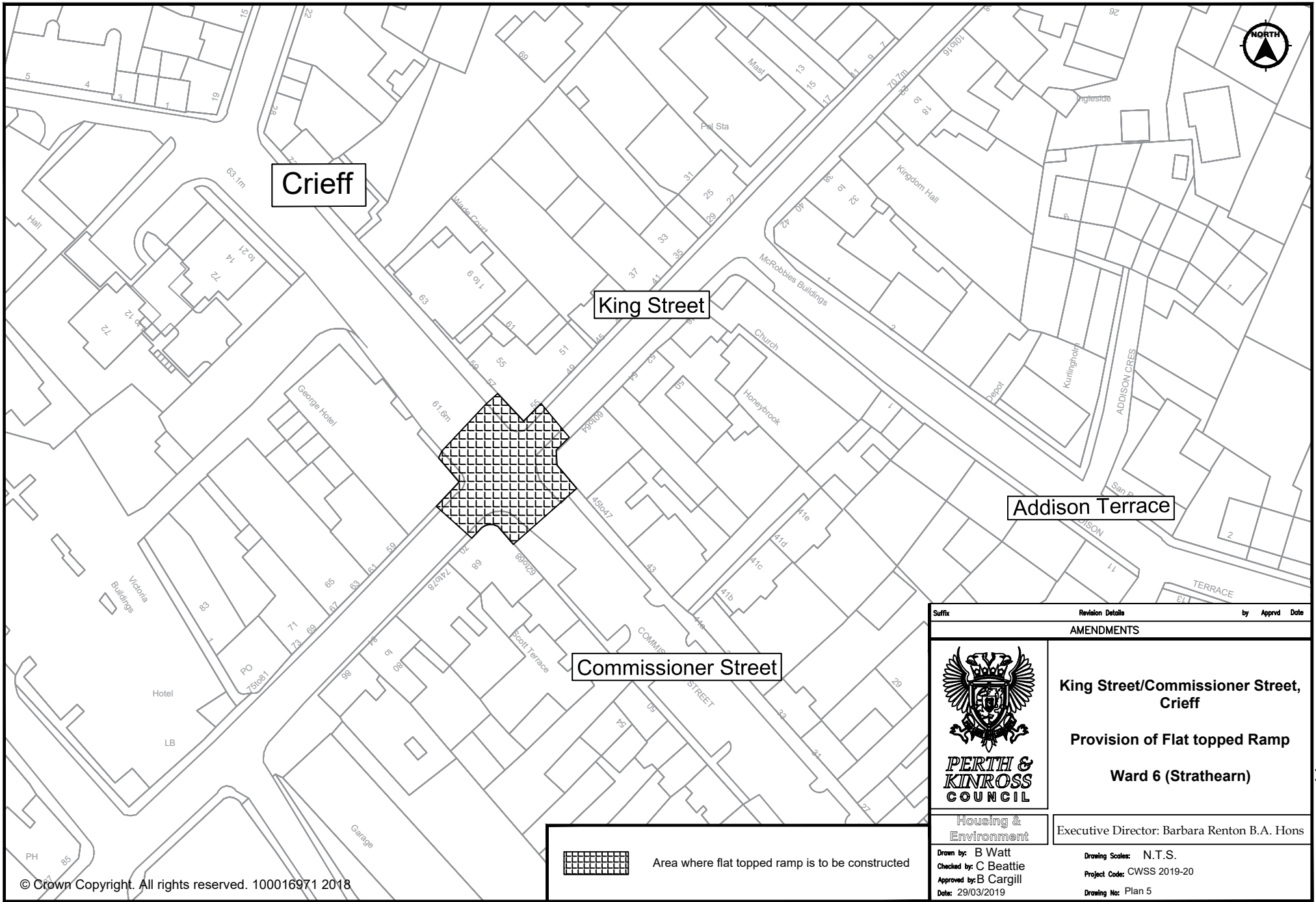
Appendix 4 Plan 3




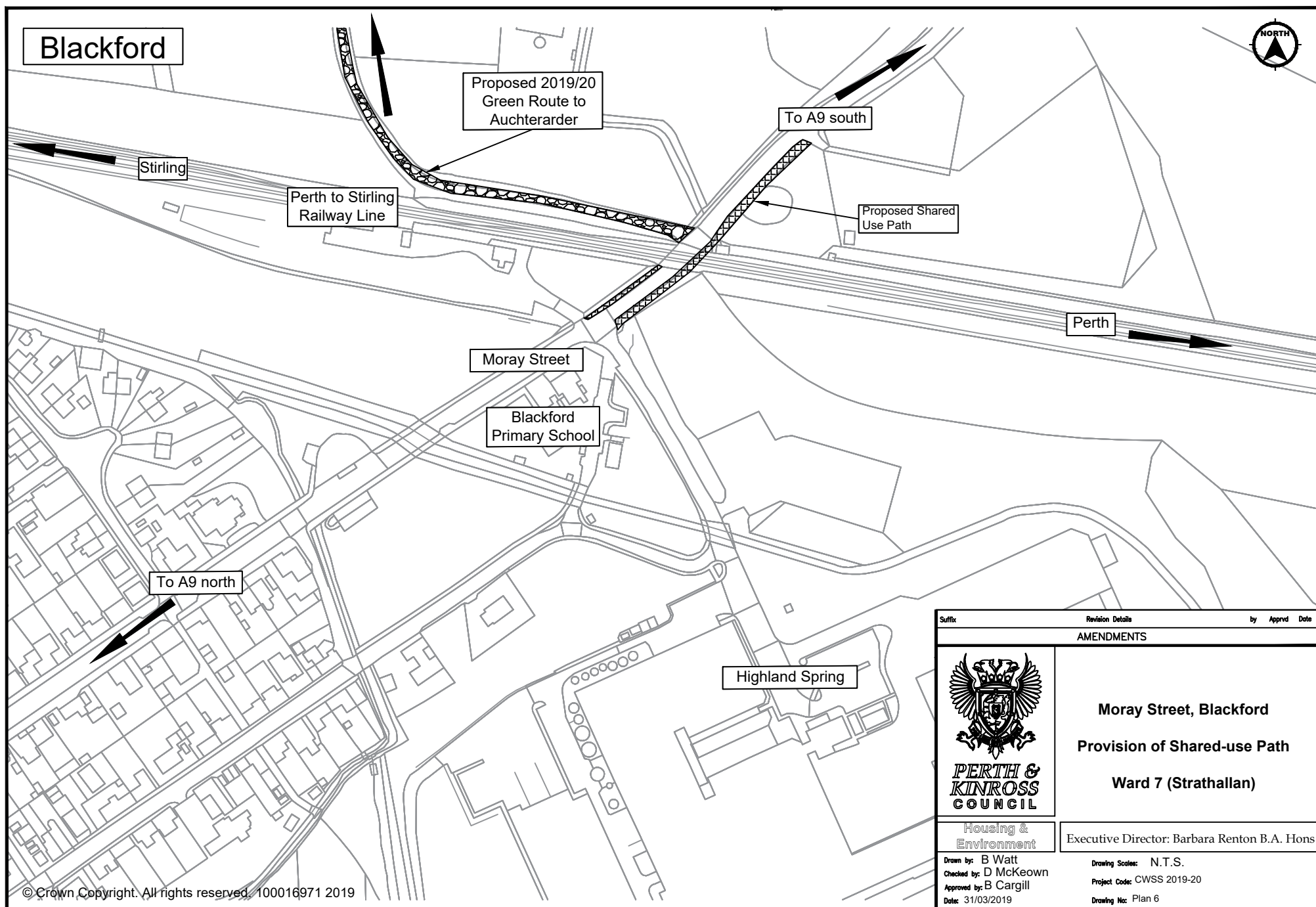
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| Suffix                                                                                                                      |  | Revision Details                             |  | by                     |  | Appr'd           |  | Date                       |  |
| AMENDMENTS                                                                                                                  |  |                                              |  |                        |  |                  |  |                            |  |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |  | <b>Moncur Road, Inchture</b>                 |  |                        |  |                  |  |                            |  |
|                                                                                                                             |  | <b>Provision of Shared-use Path</b>          |  |                        |  |                  |  |                            |  |
|                                                                                                                             |  | <b>Ward 1 (Carse of Gowrie)</b>              |  |                        |  |                  |  |                            |  |
| <b>Housing &amp; Environment</b>                                                                                            |  | Executive Director: Barbara Renton B.A. Hons |  |                        |  |                  |  |                            |  |
| Drawn by: B Watt                                                                                                            |  | Checked by: D McKeown                        |  | Approved by: B Cargill |  | Date: 31/03/2019 |  | Drawing Scales: N.T.S.     |  |
|                                                                                                                             |  |                                              |  |                        |  |                  |  | Project Code: CWSS 2019-20 |  |
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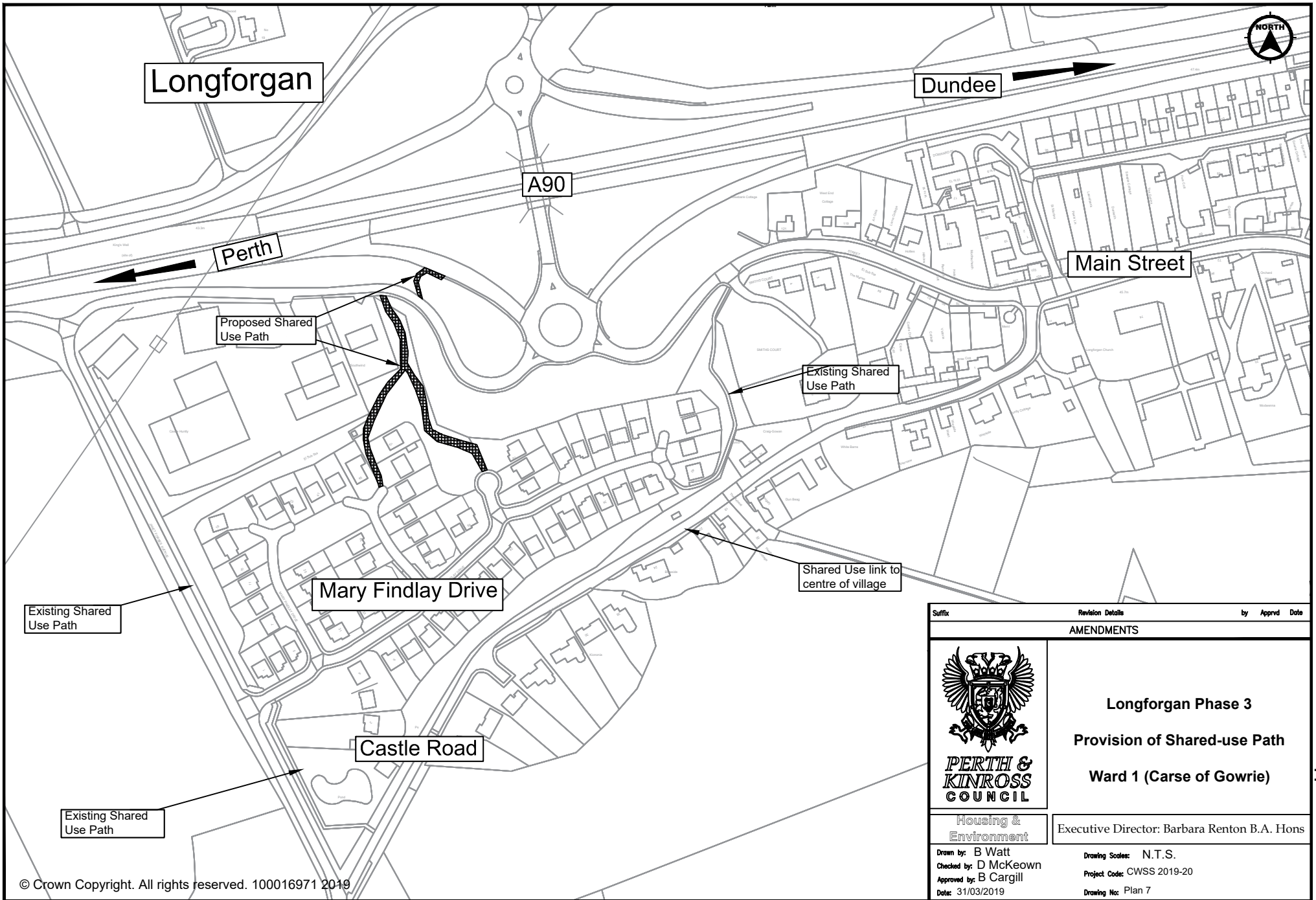
Appendix 4 Plan 4

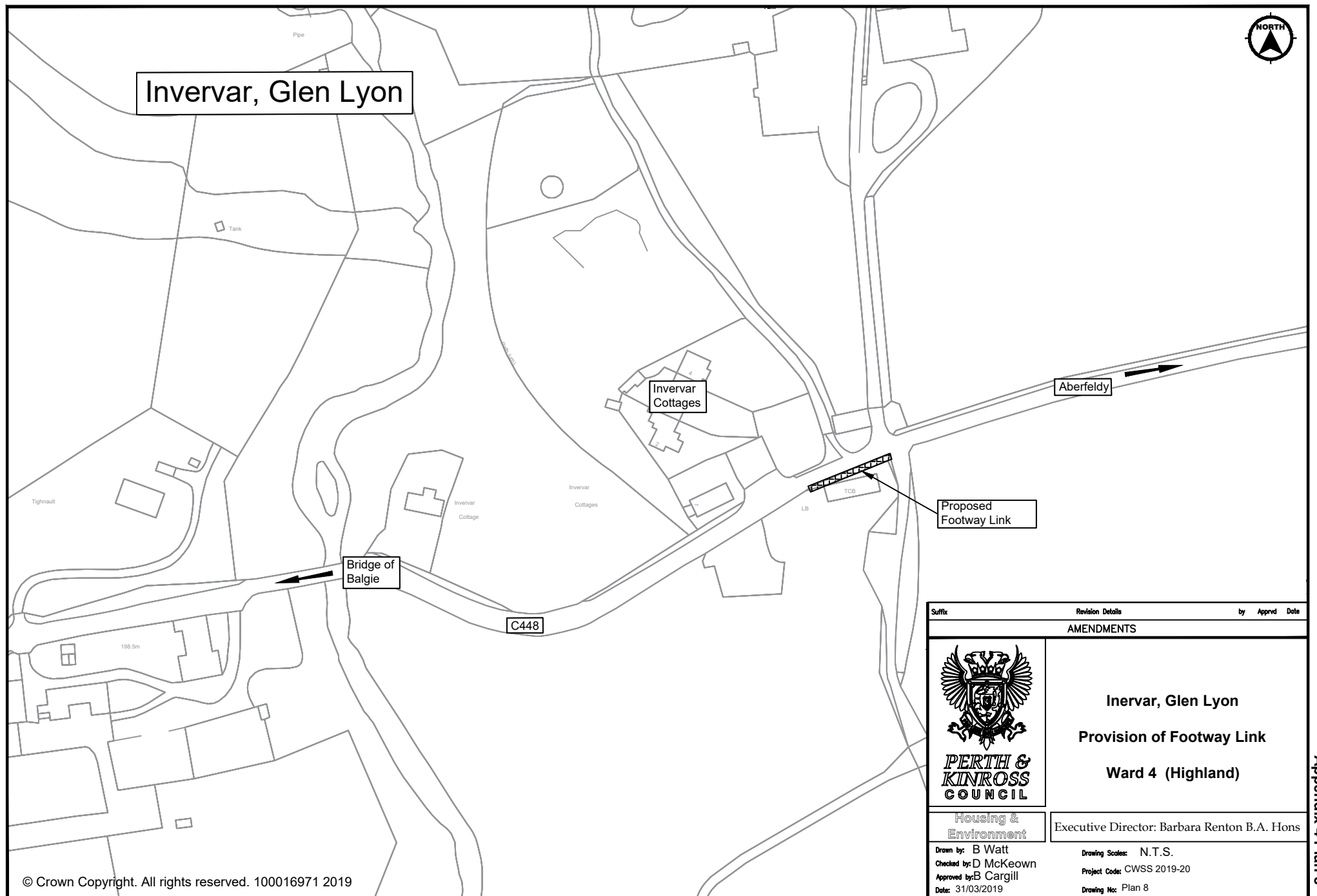


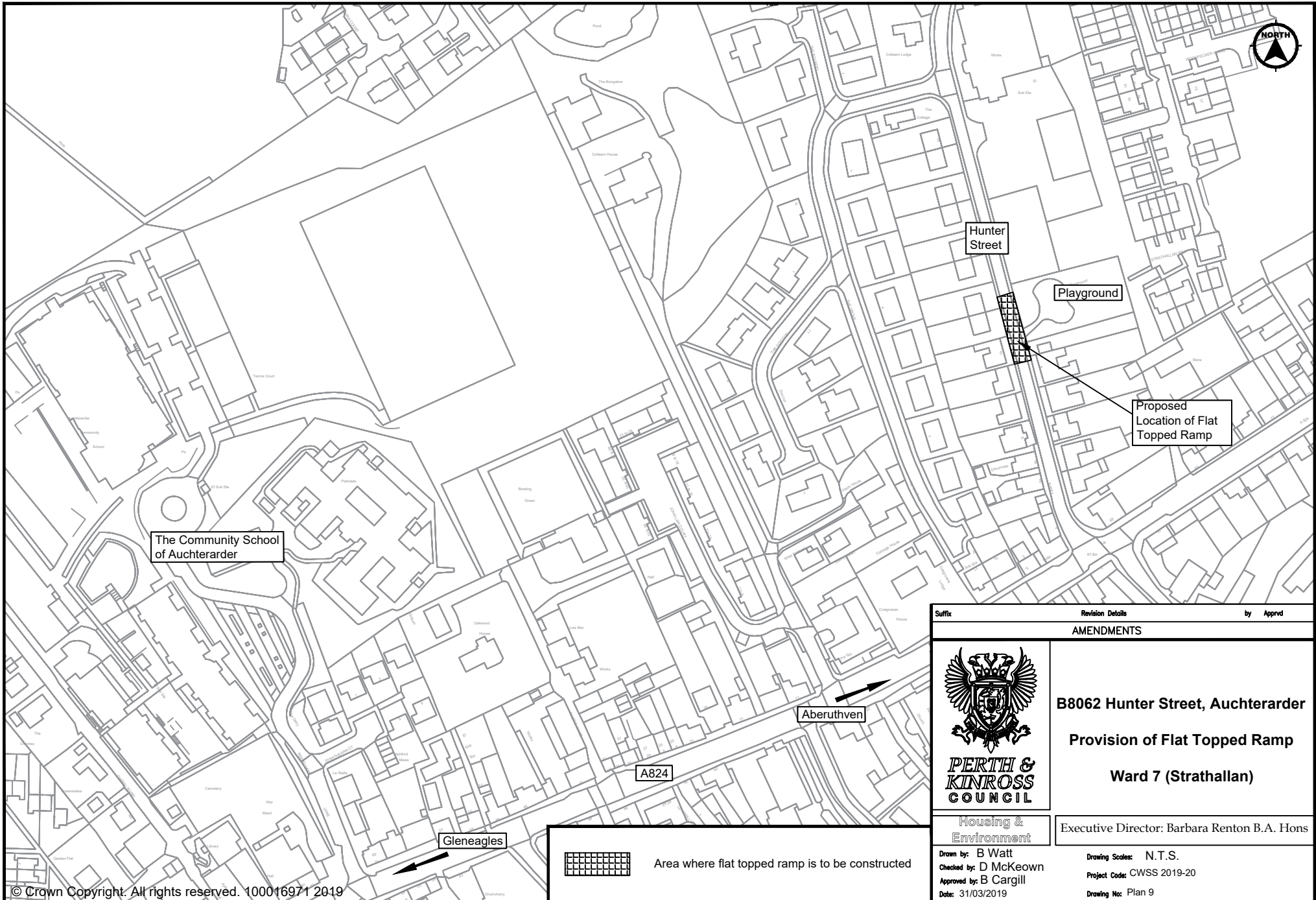
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| <b>AMENDMENTS</b>                                                                                                                                    |                                                                            |
| <br><b>PERTH &amp; KINROSS COUNCIL</b><br>Housing & Environment | <b>King Street/Commissioner Street, Crieff</b>                             |
|                                                                                                                                                      | <b>Provision of Flat topped Ramp</b>                                       |
|                                                                                                                                                      | <b>Ward 6 (Strathearn)</b>                                                 |
| Executive Director: Barbara Renton B.A. Hons                                                                                                         |                                                                            |
| Drawn by: B Watt<br>Checked by: C Beattie<br>Approved by: B Cargill<br>Date: 29/03/2019                                                              | Drawing Scales: N.T.S.<br>Project Code: CWSS 2019-20<br>Drawing No: Plan 5 |










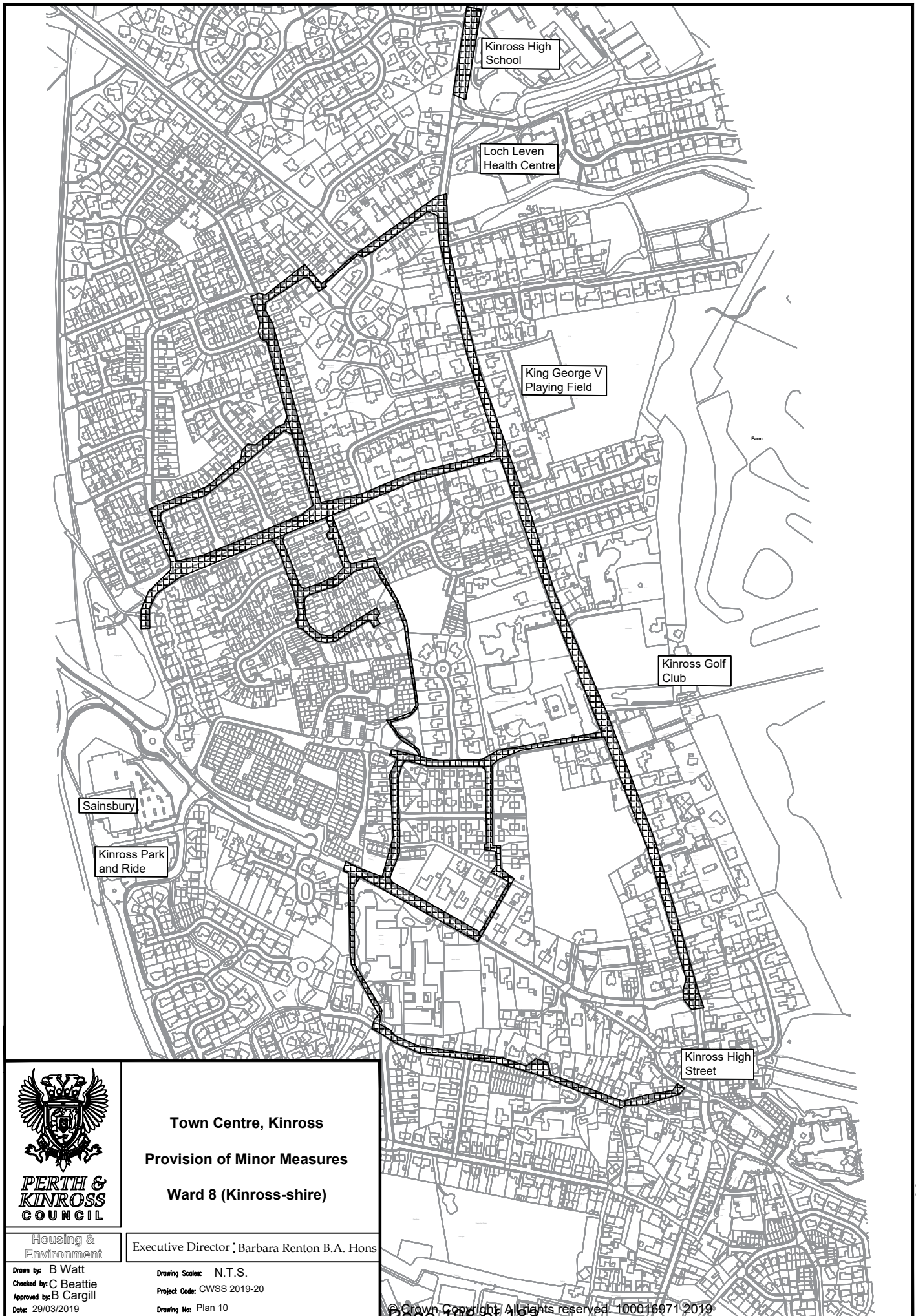


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| <b>AMENDMENTS</b>                                                                                                                                    |                                                                            |
| <br><b>PERTH &amp; KINROSS COUNCIL</b><br>Housing & Environment | <b>B8062 Hunter Street, Auchterarder</b>                                   |
|                                                                                                                                                      | <b>Provision of Flat Topped Ramp</b>                                       |
|                                                                                                                                                      | <b>Ward 7 (Strathallan)</b>                                                |
|                                                                                                                                                      | Executive Director: Barbara Renton B.A. Hons                               |
| Drawn by: B Watt<br>Checked by: D McKeown<br>Approved by: B Cargill<br>Date: 31/03/2019                                                              | Drawing Scales: N.T.S.<br>Project Code: CWSS 2019-20<br>Drawing No: Plan 9 |



Area where flat topped ramp is to be constructed





**PERTH &  
KINROSS  
COUNCIL**

**Housing &  
Environment**

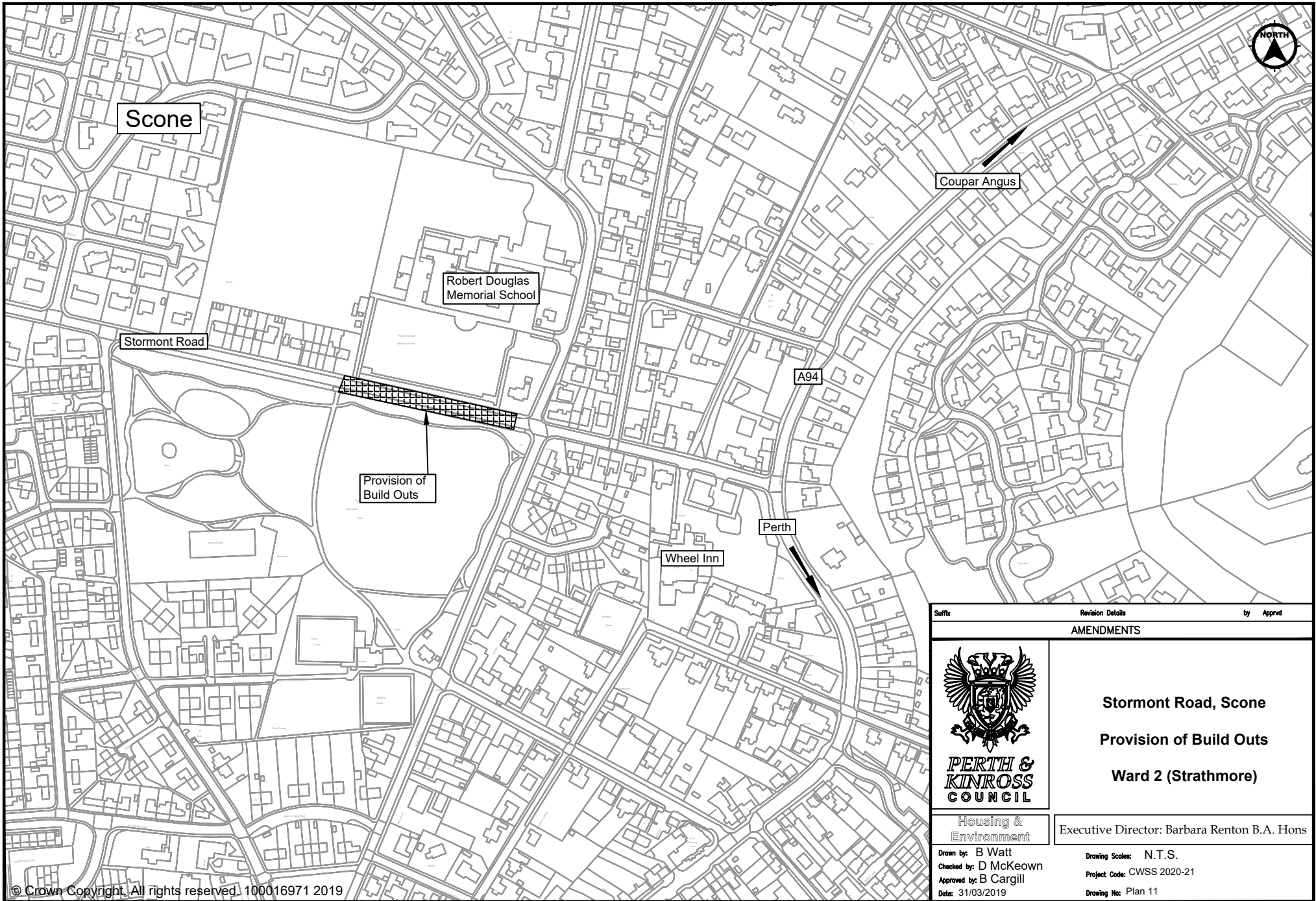
Drawn by: B Watt  
Checked by: C Beattie  
Approved by: B Cargill  
Date: 29/03/2019

**Town Centre, Kinross**  
**Provision of Minor Measures**  
**Ward 8 (Kinross-shire)**


Executive Director, Barbara Renton B.A. Hons

Drawing Scale: N.T.S.  
Project Code: CWSS 2019-20  
Drawing No: Plan 10

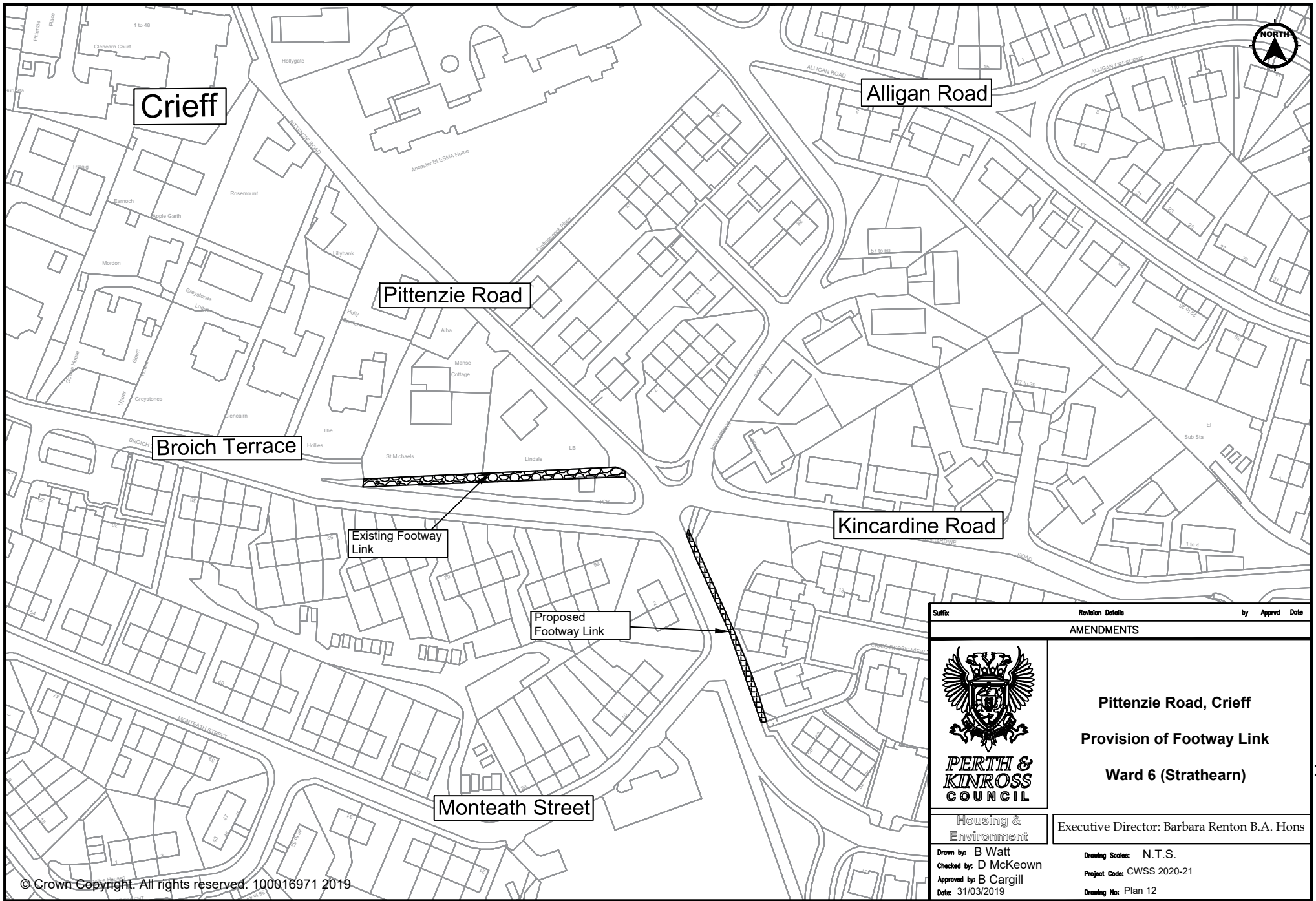





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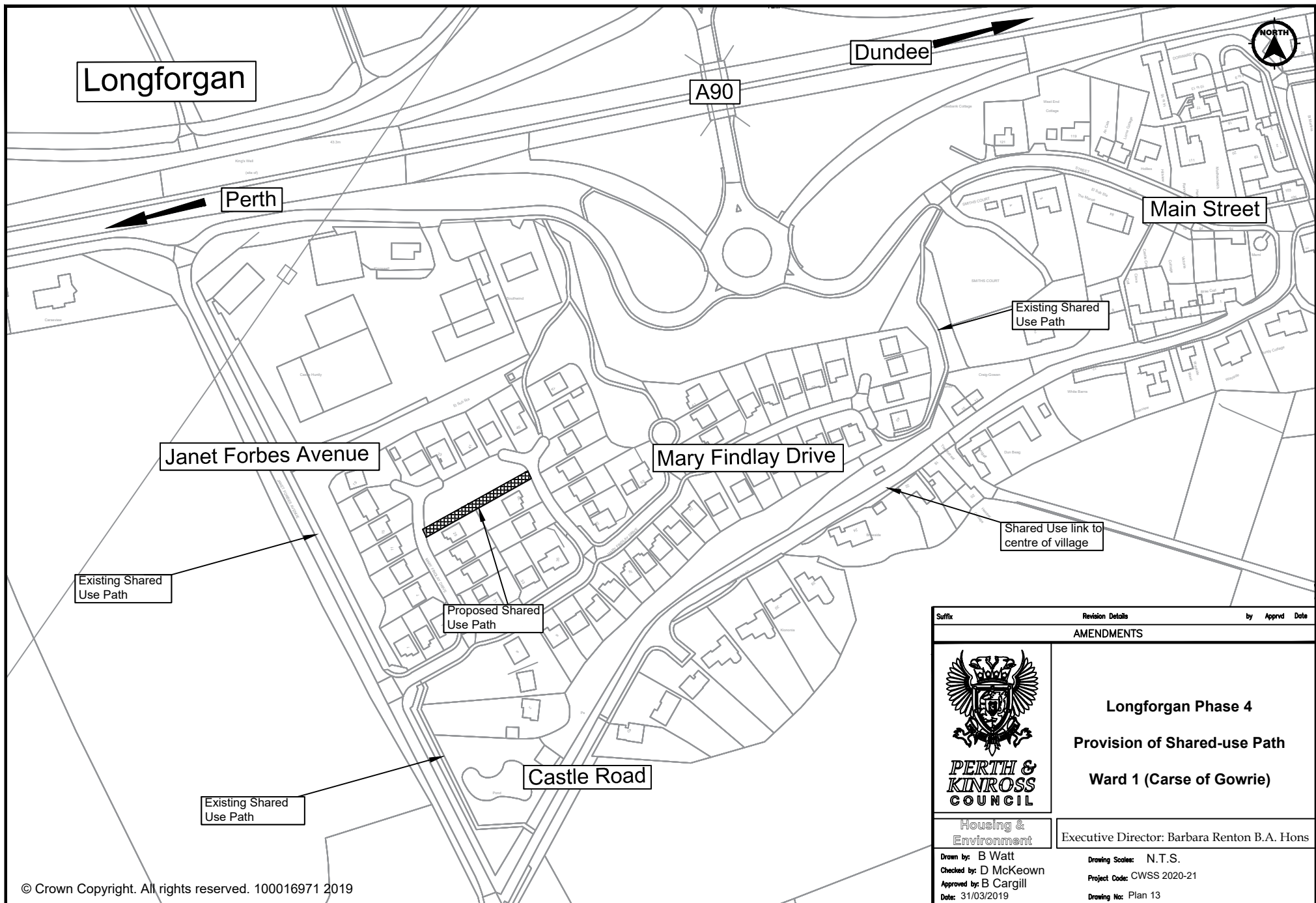
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| AMENDMENTS                                                                                                                  |                  |                                                                            |        |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |                  |                                                                            |        |
| <b>Housing &amp; Environment</b>                                                                                            |                  |                                                                            |        |
| <b>Stormont Road, Scone</b><br><b>Provision of Build Outs</b><br><b>Ward 2 (Strathmore)</b>                                 |                  |                                                                            |        |
| Executive Director: Barbara Renton B.A. Hons                                                                                |                  |                                                                            |        |
| Drawn by: B Watt<br>Checked by: D McKeown<br>Approved by: B Cargill<br>Date: 31/03/2019                                     |                  | Drawing Scale: N.T.S.<br>Project Code: CWSS 2020-21<br>Drawing No: Plan 11 |        |

Appendix 4 Plan 11




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| Suffix                                                                                                                      | Revision Details | by | Appr'd | Date |
|-----------------------------------------------------------------------------------------------------------------------------|------------------|----|--------|------|
| AMENDMENTS                                                                                                                  |                  |    |        |      |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |                  |    |        |      |
| <b>Pittenzie Road, Crieff</b><br><b>Provision of Footway Link</b><br><b>Ward 6 (Strathearn)</b>                             |                  |    |        |      |
| Executive Director: Barbara Renton B.A. Hons                                                                                |                  |    |        |      |
| <b>Housing &amp; Environment</b>                                                                                            |                  |    |        |      |
| Drawn by: B Watt<br>Checked by: D McKeown<br>Approved by: B Cargill<br>Date: 31/03/2019                                     |                  |    |        |      |
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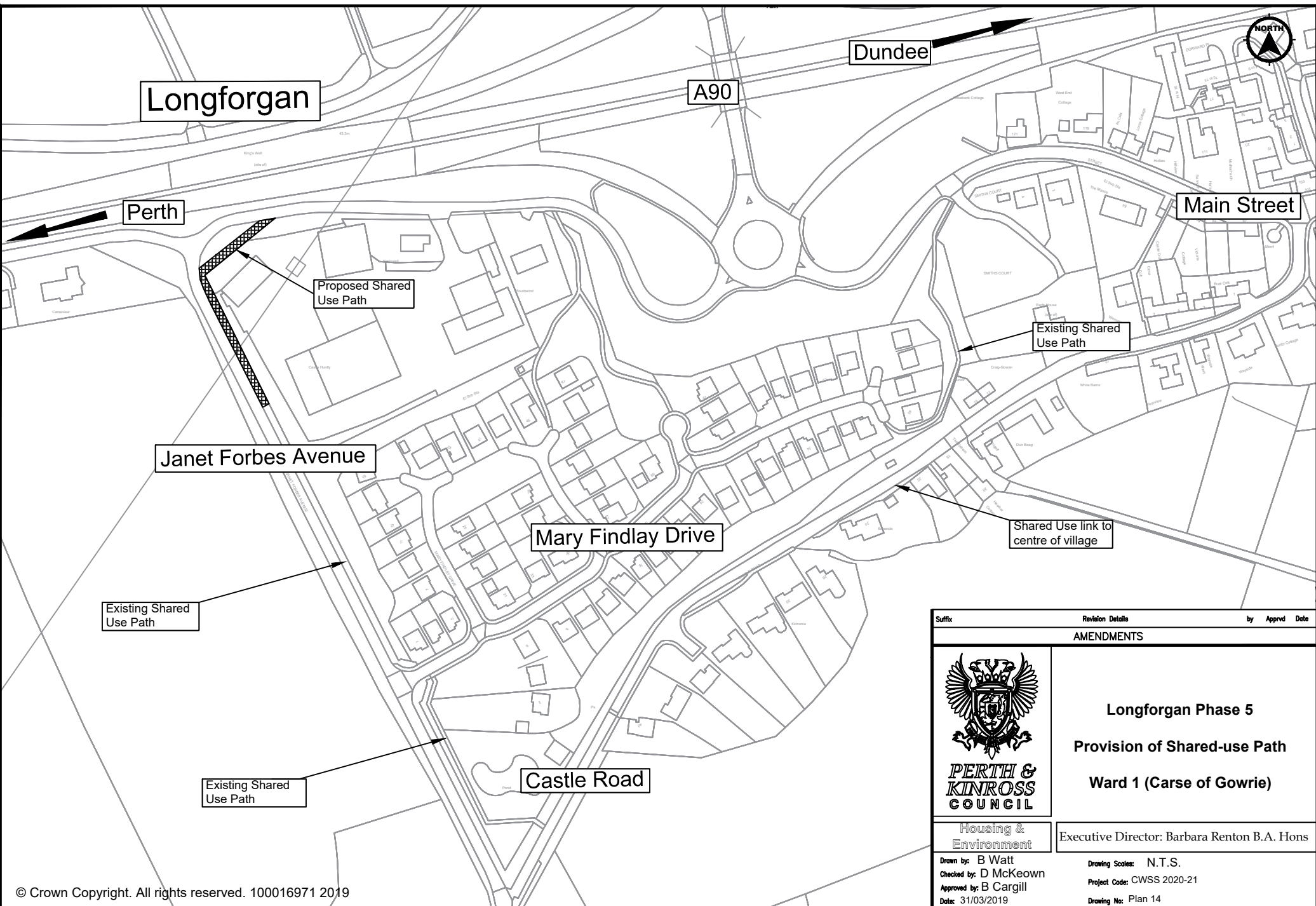



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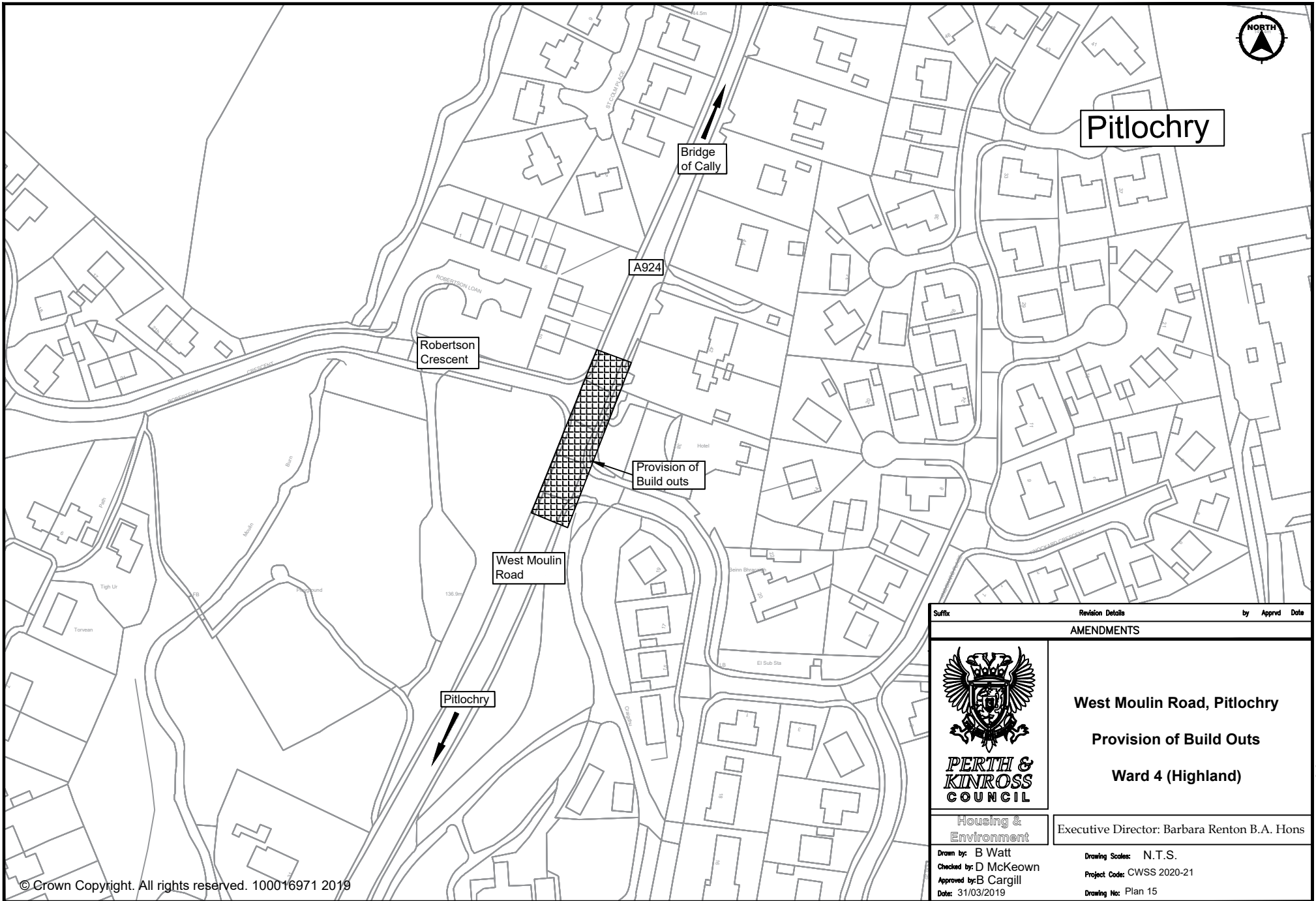
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| AMENDMENTS                                                                                                                      |                  |    |        |      |
|  <p><b>PERTH &amp; KINROSS COUNCIL</b></p> |                  |    |        |      |
| <p><b>Longforgan Phase 4</b></p> <p><b>Provision of Shared-use Path</b></p> <p><b>Ward 1 (Carse of Gowrie)</b></p>              |                  |    |        |      |
| <p><b>Housing &amp; Environment</b></p> <p>Executive Director: Barbara Renton B.A. Hons</p>                                     |                  |    |        |      |
| <p>Drawn by: B Watt</p> <p>Checked by: D McKeown</p> <p>Approved by: B Cargill</p> <p>Date: 31/03/2019</p>                      |                  |    |        |      |
| <p>Drawing Scale: N.T.S.</p> <p>Project Code: CWSS 2020-21</p> <p>Drawing No: Plan 13</p>                                       |                  |    |        |      |

Appendix 4 Plan 13






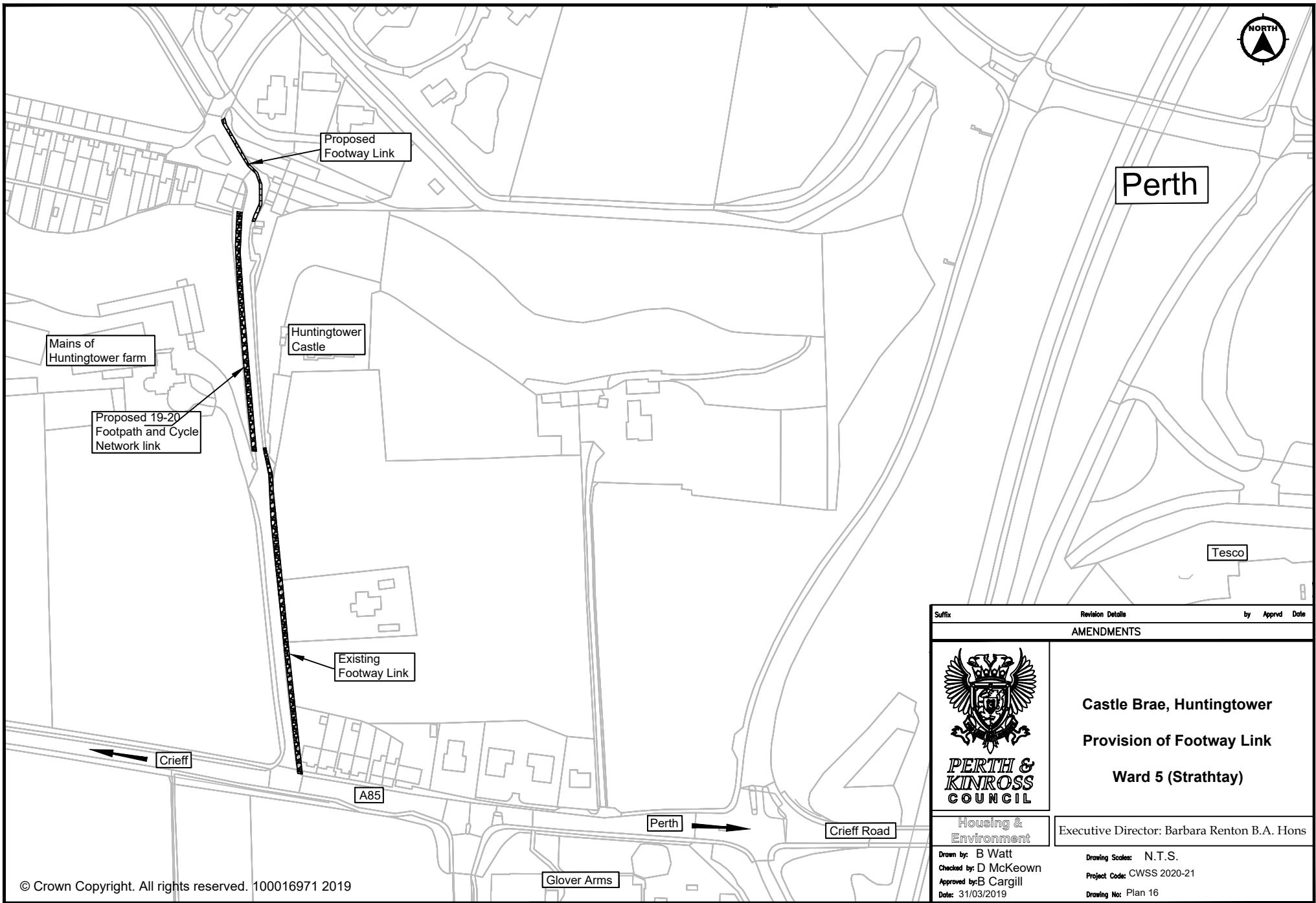
|                                                                                                                             |  |                                                                                                     |  |               |  |
|-----------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------|--|---------------|--|
| Suffix                                                                                                                      |  | Revision Details                                                                                    |  | by Apprd Date |  |
| AMENDMENTS                                                                                                                  |  |                                                                                                     |  |               |  |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |  | <b>Longforgan Phase 5</b><br><b>Provision of Shared-use Path</b><br><b>Ward 1 (Carse of Gowrie)</b> |  |               |  |
|                                                                                                                             |  | Executive Director: Barbara Renton B.A. Hons                                                        |  |               |  |
| Housing & Environment                                                                                                       |  | Drawing Scales: N.T.S.<br>Project Code: CWSS 2020-21<br>Drawing No: Plan 14                         |  |               |  |
| Drawn by: B Watt<br>Checked by: D McKeown<br>Approved by: B Cargill<br>Date: 31/03/2019                                     |  |                                                                                                     |  |               |  |




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| Revision Details                                                                                                            |  | by                                           | Apprvd | Date |
|-----------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------|--------|------|
| AMENDMENTS                                                                                                                  |  |                                              |        |      |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |  | <b>West Moulin Road, Pitlochry</b>           |        |      |
|                                                                                                                             |  | <b>Provision of Build Outs</b>               |        |      |
| <b>Housing &amp; Environment</b>                                                                                            |  | <b>Ward 4 (Highland)</b>                     |        |      |
| Drawn by: B Watt                                                                                                            |  | Executive Director: Barbara Renton B.A. Hons |        |      |
| Checked by: D McKeown                                                                                                       |  | Drawing Scale: N.T.S.                        |        |      |
| Approved by: B Cargill                                                                                                      |  | Project Code: CWSS 2020-21                   |        |      |
| Date: 31/03/2019                                                                                                            |  | Drawing No: Plan 15                          |        |      |

Appendix 4 Plan 15



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|                                                                                                                             |  |                                                                                                   |  |    |  |                     |  |      |  |
|-----------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------------------------------------------|--|----|--|---------------------|--|------|--|
| Suffix                                                                                                                      |  | Revision Details                                                                                  |  | by |  | Apprvd              |  | Date |  |
| <b>AMENDMENTS</b>                                                                                                           |  |                                                                                                   |  |    |  |                     |  |      |  |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |  | <b>Castle Brae, Huntingtower</b><br><b>Provision of Footway Link</b><br><b>Ward 5 (Strathtay)</b> |  |    |  |                     |  |      |  |
|                                                                                                                             |  | Executive Director: Barbara Renton B.A. Hons                                                      |  |    |  |                     |  |      |  |
|                                                                                                                             |  | Housing & Environment                                                                             |  |    |  | Drawing No: Plan 16 |  |      |  |
| Drawn by: B Watt<br>Checked by: D McKeown<br>Approved by: B Cargill<br>Date: 31/03/2019                                     |  | Drawing Scales: N.T.S.<br>Project Code: CWSS 2020-21                                              |  |    |  |                     |  |      |  |

Appendix 4 Plan 16



Morrison & MacKay  
Whisky Distillery

Aberargie


Proposed Shared  
Use Path

A912

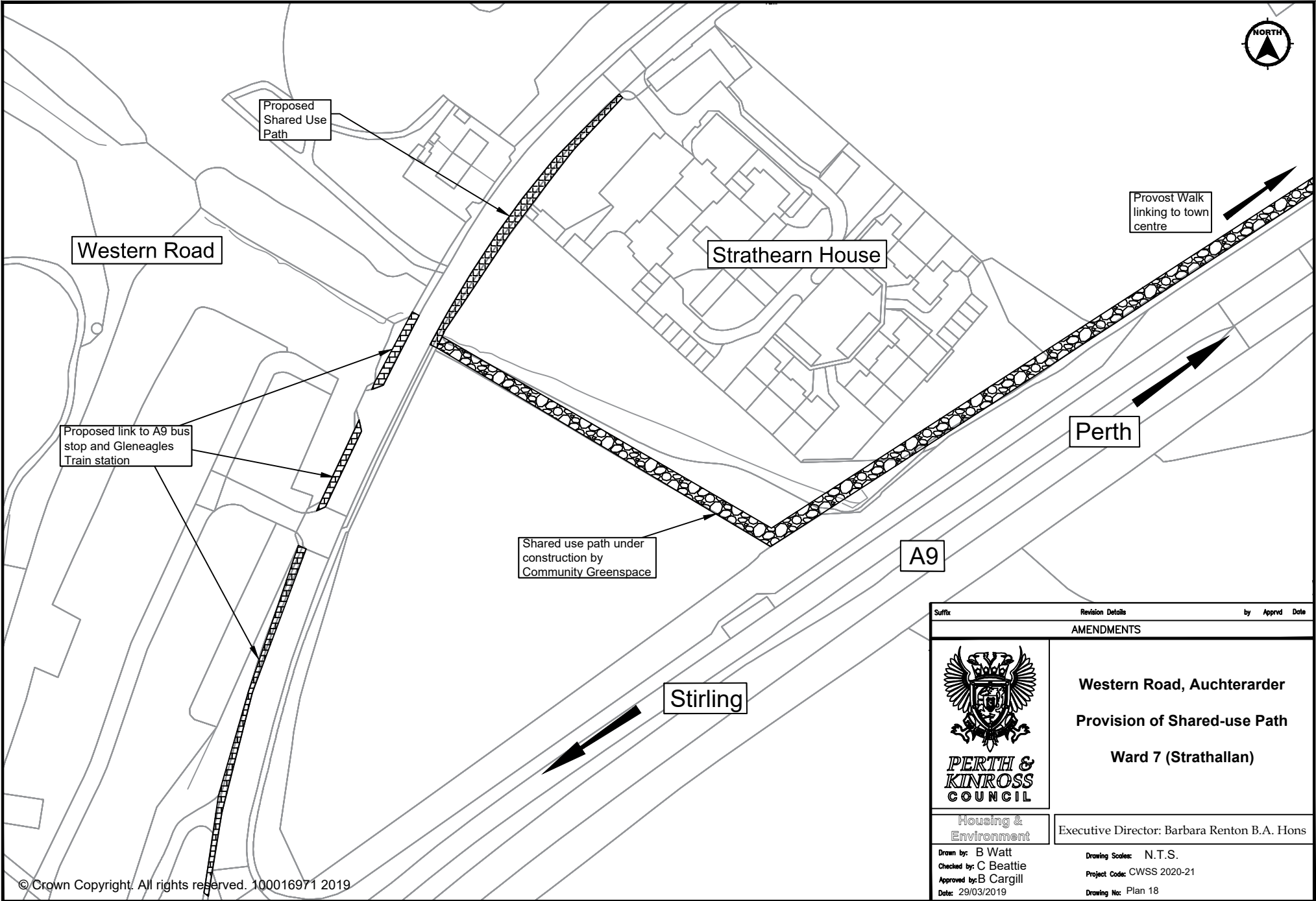
Proposed Shared  
Use Path

Abernethy


Proposed Green  
Route to Fife  
Cycle Network

| Suffix                                                                                                                      | Revision Details | by                                           | Appr'd |
|-----------------------------------------------------------------------------------------------------------------------------|------------------|----------------------------------------------|--------|
| AMENDMENTS                                                                                                                  |                  |                                              |        |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |                  | <b>A912 Aberargie</b>                        |        |
|                                                                                                                             |                  | <b>Phase 3</b>                               |        |
|                                                                                                                             |                  | <b>Provision of Shared-use Path</b>          |        |
|                                                                                                                             |                  | <b>Ward 9 (Almond and Earn)</b>              |        |
| <b>The Environment Service</b>                                                                                              |                  | Executive Director: Barbara Renton B.A. Hons |        |
| Drawn by: B Watt                                                                                                            |                  | Drawing Scale: N.T.S.                        |        |
| Checked by: D McKeown                                                                                                       |                  | Project Code: CWSS 2020-21                   |        |
| Approved by: B Cargill                                                                                                      |                  | Drawing No: Plan 17                          |        |
| Date: 31/04/2019                                                                                                            |                  |                                              |        |

Appendix 4 Plan 17



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|                                                                                                                             |  |                                                                                                         |  |    |  |       |  |      |  |
|-----------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------------------------------------------------|--|----|--|-------|--|------|--|
| Suffix                                                                                                                      |  | Revision Details                                                                                        |  | by |  | Apprd |  | Date |  |
| AMENDMENTS                                                                                                                  |  |                                                                                                         |  |    |  |       |  |      |  |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |  | <b>Western Road, Auchterarder</b><br><b>Provision of Shared-use Path</b><br><b>Ward 7 (Strathallan)</b> |  |    |  |       |  |      |  |
|                                                                                                                             |  | Executive Director: Barbara Renton B.A. Hons                                                            |  |    |  |       |  |      |  |
|                                                                                                                             |  | Housing & Environment                                                                                   |  |    |  |       |  |      |  |
| Drawn by: B Watt<br>Checked by: C Beattie<br>Approved by: B Cargill<br>Date: 29/03/2019                                     |  | Drawing Scales: N.T.S.<br>Project Code: CWSS 2020-21<br>Drawing No: Plan 18                             |  |    |  |       |  |      |  |

Appendix 4 Plan 18



# PERTH AND KINROSS COUNCIL

## Environment and Infrastructure Committee

15 May 2019

### Community Environment Challenge Fund Update

#### Report by Executive Director (Housing & Environment) (Report No. 19/136)

This report provides an update on the award of Community Environment Challenge Funding to community groups between April 2018 and March 2019.

#### 1. BACKGROUND / MAIN ISSUES

- 1.1 The Community Environment Challenge Fund allows communities to bid for environmental improvement funding, which can link to conservation area appraisals and other regeneration initiatives.
- 1.2 The Fund is aimed at community groups leading and delivering projects which would make a significant difference to their local environment, and be widely supported within the community. Up to £100,000 of funding has been made available annually since 2011/12.
- 1.3 The Environment Committee approved changes to the Community Environment Challenge Fund (CECF) in June 2013 to make the Fund more accessible to community groups and local organisations. This was to streamline the assessment and approval process, and to assist community groups to improve their areas, in partnership with the Council (Report No. 13/271 refers).
- 1.4 The Environment & Infrastructure Committee approved further changes to the Community Environment Challenge Fund in May 2018 (Report No.18/176 refers). These were to:
  - to enable an allocation of the funding to be available to assist community groups to leverage additional funding from the Scottish Landfill Communities Fund (SLCF). The SLCF is a tax credit scheme, linked to Scottish Landfill Tax, that encourages landfill site operators to contribute tax credits to benefit community and environmental projects. Appendix 2 details 5 projects in Perth and Kinross who have leveraged a total of £161,233.94 of funding from the Scottish Landfill Communities Fund in 2018/19.
  - expand the Fund to include applications in relation to the improvement of sports pitches and sports ground pavilions. To support the Policy on Provision of Facilities for Outdoor Pitch Sports (Report No. 17/368 refers), clubs can apply to the Community Environment Challenge Fund for facility improvements to ensure that they are adequate for present and future needs. These facilities must be available for wider community use and events. In 2018/19, the CECF funded Kettins Parish Hall's Phase 1 Project, contributing

£10,000 towards a £250,000 project for the creation of sporting and leisure facilities at Lindsay Park in Kettins. This comprises of new sports changing rooms with showers, toilets, a small community room, a small kitchen and a referee's room.

- 1.5 This change was promoted by updating the webpage ([www.pkc.gov.uk/cecf](http://www.pkc.gov.uk/cecf)), the guidance document, issuing an article to Community Newsletters across Perth and Kinross in July 2018, as well as featuring the CECF on the front page of the August 2018 Funding Alert compiled by the Council's Community Planning Partnership Team. In addition, Community Greenspace & Waste Services Officers promote the Fund to Bloom Groups, Community Groups and at community events across Perth and Kinross.
- 1.6 Projects which can demonstrate any of the following are a priority for support:
  - 'spend to save' e.g. changing bedding plant areas to herbaceous plants, therefore saving on maintenance and materials
  - physical environmental improvement projects which reduce waste, increase reuse and recycling or use environmentally-friendly materials
  - enhance/contribute to the local economy such as tourism or craft, or use of local materials
  - benefits to the wider community, encompassing a range of age groups and abilities
  - link to other existing or planned regeneration initiatives (e.g. conservation area appraisals)
  - an ability to complete the project within 12 months
  - demonstrate environmental sustainability e.g. carbon reduction.
- 1.7 The Committee has been updated on the funding awarded to community groups in 2013/14 (Report No. 14/250 refers), 2014/15 (Report No. 15/240 refers), 2015/16 (Report No. 16/239 refers), 2016/17 (Report No. 17/206 refers) and 2017/18 (Report No. 18/179 refers).
- 1.8 To apply for funding, groups must be constituted with the project supported by all local elected members in the relevant ward. It must also have the support of a range of local community groups such as the Community Council. The project must be completed within 2 years, using at least 50% match-funding from other sources. This may include fundraising activities and 'in-kind' contributions.
- 1.9 In order to maximise the number of groups and areas benefiting from the funding, each community group can currently only apply for funding for one project per financial year. To ensure the projects make a significant difference to the local environment, funding levels are set between £2,500 and £10,000 per project, although larger funding applications will be considered in exceptional circumstances.

- 1.10 Additionally, it is the responsibility of the communities to develop and adopt a long term maintenance commitment for the environmental projects undertaken through the Fund.

## **2. PROPOSALS**

- 2.1 The 2017/18 Final Revenue Budget, approved by the Council on 22 February 2017 (Report No. 17/45 refers), included £100,000 per annum to continue funding the Community Environment Challenge Fund on a recurring basis.
- 2.2 The CECF has supported 7 new projects in 2018/19 (detailed in Appendix 1), awarding grants totalling £69,657.71. The total cost of these 7 projects amounts to £522,817.28.
- 2.4 £25,000 from the 2018/19 Community Environment Challenge Fund budget has also been allocated to the Solheim Cup Communities Fund for community groups. This is to implement sustainable physical environmental improvements within their community in celebration of the Solheim Cup being hosted in Perth and Kinross in September 2019.

## **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The revised CECF is continuing to fund the development of sustainable community-led environmental improvement projects through an accessible, stream-lined, effective assessment and approval process.
- 3.2 It is recommended that the Committee:
- i) notes the contents of this Report.
  - ii) requests the Executive Director (Housing & Environment) to report the outcomes of the Community Environment Challenge Fund for 2019/20 to the Committee in 12 months' time.

### **Authors**

| <b>Name</b>  | <b>Designation</b>                              | <b>Contact Details</b>                                                        |
|--------------|-------------------------------------------------|-------------------------------------------------------------------------------|
| Yvonne Bell  | Waste Minimisation Officer                      | Ext 75246<br><a href="mailto:YvonneBell@pkc.gov.uk">YvonneBell@pkc.gov.uk</a> |
| Bruce Reekie | Waste Services and Community Greenspace Manager | Ext 76448<br><a href="mailto:breekie@pkc.gov.uk">breekie@pkc.gov.uk</a>       |

### **Approved**

| <b>Name</b>    | <b>Designation</b>                         | <b>Date</b> |
|----------------|--------------------------------------------|-------------|
| Barbara Renton | Executive Director (Housing & Environment) | 2 May 2019  |

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You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 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>Yes</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>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>Yes</b>        |
| Risk                                                | <b>Yes</b>        |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>Yes</b>        |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>Yes</b>        |

### 1. Strategic Implications

#### Community Plan

- 1.1 The proposals in this report relate to the delivery of the Perth and Kinross Community Plan in terms of following the priorities:

- i) Promoting a prosperous, inclusive and sustainable economy
- ii) Supporting people to lead independent, healthy and active lives
- iii) Creating a safe and sustainable place for future generations

#### Corporate Plan

- 1.2 The proposals relate to the achievement of the Council's Corporate Plan Priorities:

- i) Promoting a prosperous, inclusive and sustainable economy;
- ii) Supporting people to lead independent, healthy and active lives; and
- iii) Creating a safe and sustainable place for future generations.

## **2. Resource Implications**

### Financial

- 2.1 Up to £100,000 of funding has been available annually since 2011/12.
- 2.2 For the period 01 April 2018 – 31 March 2019, the CECF has awarded £94,657.71, including £25,000 allocated to the Solheim Cup Communities Fund.

### Workforce

- 2.4 The proposals in this report have no workforce implications.

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

- 2.5 The proposals aim to enhance public open space assets and/or potentially reduce the maintenance burden on the Council by working in partnership with community groups.

## **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 allow the Council to demonstrate that it is meeting these duties.
- 3.2 The function, policy, procedure or strategy presented in the Community Environment Challenge Fund report were considered under the Corporate Equalities Impact Assessment process (EqIA) and were assessed as relevant and the following positive outcomes are expected following implementation.
- 3.3 The criteria for the grant require the applicant to have consulted widely in the community and have community support for the project they are seeking funding for. An improved environment or facilities funded by the Grant should benefit most groups and the effect would therefore be positive. An annual review of the success of the grant aid programme will be undertaken including an assessment of equalities in relation to the funding awarded and any negative impacts will be addressed.

### Strategic Environmental Assessment

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

- 3.5 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

- 3.6 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 Challenge Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.7 Prior to June 2013, there was no method of monitoring the impacts of the Community Environment Challenge Fund. It was therefore agreed in June 2013 that an End of Project Feedback Form is sent to each group that has received funding so that the impacts on the community and their local area can be recorded.
- 3.8 By working in partnership with the community to enhance and maintain the environmental quality in locally important areas, we are ensuring a sustainable approach is taken to the environment, community and economy.

#### Legal and Governance

- 3.9 The Head of Finance and the Head of Legal and Governance have been consulted on the content of the report.
- 3.10 Funding is only released when proof has been supplied that Match funding has been secured. This proof could be in the form of a Letter of Support for Guaranteed Funding from Other Funder(s). Groups are asked to submit proof of requests of payments (i.e. copy of invoices) as soon as possible and payment of the grant is made on that basis before the invoice has been paid. The applicant is requested to also provide evidence of 'in kind contribution' and the grant is paid against proof of "in kind" expenditure up to the level of grant agreed.
- 3.11 An End of Project Monitoring Report is sent to each group that has received funding so that the positive impacts on the community and their local area can be recorded, shared and celebrated. Overall, the form will evaluate the outcomes of the project and confirm what work was carried out.

#### Risk

- 3.12 Risks associated with individual projects are identified and managed through the assessment process.

## **4. Consultation**

### Internal

- 4.1 The Head of Finance and the Head of Legal and Governance have been consulted on the content of the report.

### External

- 4.2 Before submitting the June 2013 Committee Report, the amended essential and desired criteria were consulted on with representatives from Take A Pride in Perthshire.

## **5. Communication**

- 5.1 Below is a list of the communications which continue to be undertaken as part of implementing the proposals, including the key target audiences and the communication methods.

- PKC website & social media
- Leaflet
- YouTube film: <https://www.youtube.com/watch?v=8wsYa-TtvfM#t=85>
- Regularly included in the ECS Community Planning Partnership's Monthly Funding Alert

- 5.2 Communities across Perth and Kinross including:

- Local groups
- Individuals
- Take A Pride in Perthshire & Kinross-shire
- In Bloom Committees
- Sports Clubs

## **2. BACKGROUND PAPERS**

- 2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to material extent in preparing the above Report:-

- Environment & Infrastructure Committee (Ref No. 18/176) – dated 23.05.18
- Environment, Enterprise & Infrastructure Committee (Ref No. 17/206) – dated 14.06.17
- Environment Committee Report (Ref No. 16/239) – dated 01.06.16
- Environment Committee Report (Ref No. 15/240) – dated 03.06.15
- Environment Committee Report (Ref No. 14/250) – dated 04.06.14
- Environment Committee Report (Ref No. 13/271) – dated 05.06.13
- Environment Committee Report (Ref No. 11/446) – dated 07.09.11



### **3. APPENDICES**

- 3.1 Appendix 1 – Projects approved by the CECF since April 2018
- 3.2. Appendix 2 – SLCF Projects in Perth & Kinross since April 2018



## Appendix 1

## Projects supported by the CECF from 1 April 2018 – 31 March 2019

| Applicant                                                                | Project Brief                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Sum Requested | Grant Awarded | Financial Year | Other Notes                                                |
|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|----------------|------------------------------------------------------------|
| <b>Stanley Development Trust</b><br><br><b>Ward 5 - Strathtay</b>        | <b>Bringing Football back to Stanley</b><br><br>This Project aims to remedy the ongoing drainage and waterlogging problem at the village recreation grounds in The Square, Stanley, and reinstate the community football pitch.                                                                                                                                                                                                                                                                                                                                                                     | £16,476       | £16,476       | 2018/19        | Total Project Cost = £27,541.26<br><br>Project in Progress |
| <b>Auchterarder Bloom Association</b><br><br><b>Ward 7 – Strathallan</b> | <b>Garrie's Corner</b><br><br>This Project aims to transform an under-utilised plot of land on the cross-roads between North Crofts Road and Auchterarder High Street into a visually-appealing site which can be usable at all times. Reinstatement of a drystone dyke and introduction of a seating area, pollinator-friendly flower beds with year-round colour, a decorative metal fence to screen neighbouring wheelie bins and a concrete wall plus the raising of the crowns of two existing trees on the site. Also the introduction of an Interpretation Board, bug hotels and bird boxes. | £10,000       | £10,000       | 2018/19        | Total Project Cost = £47,300<br><br>Project in Progress    |

| Applicant                                                                             | Project Brief                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Sum Requested | Grant Awarded | Financial Year | Other Notes                                                 |
|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|----------------|-------------------------------------------------------------|
| <b>Rattray &amp; District BMX Club</b><br><br><b>Ward 3 – Blairgowrie &amp; Glens</b> | <b>RAD BMX Restoration &amp; Landscape Improvements</b><br><br>This Project aims to restore the Rattray BMX track on Westfield Common / Hatton Road Park in Rattray, which fell into disrepair in the 1990s. The intention is to install on-site drainage, carry out landscape works, planting and general improvements and purchase and install a small storage container for housing tools etc for the volunteers to use, all to provide the Rattray and Blairgowrie Community with a BMX track that can be used all year round.                                                                                                                                                                                                                                                | £8,044        | £8,044        | 2018/19        | Total project cost<br>£18,479<br><br>Project in progress    |
| <b>Pitlochry in Bloom</b><br><br><b>Ward 4 – Highland</b>                             | <b>Pitlochry Community Wildlife Garden Improvements</b><br><br>This Project aims to restore the garden on the corner of Perth Road (A924) and Bridge Road in Pitlochry, which was one of the group's first Bloom Projects over 20 years ago: turning the site from an orchard and allotments for the distillery workers into a Wildlife Garden for the whole community. The group intends to install raised beds, replace the nature hedge, prune trees and remove self-seeded saplings, create a new wildflower meadow, install new raised planting areas, refurbish the pond, install a new information board and interpretation stones and themed seating and incorporate facilities for wildlife such as bug hotels and different habitats including a wetland and grassland. | £10,667.71    | £10,667.71    | 2018/19        | Total project cost<br>£33,309.31<br><br>Project in progress |

| Applicant                                                    | Project Brief                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Sum Requested | Grant Awarded | Financial Year | Other Notes                                                  |
|--------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|----------------|--------------------------------------------------------------|
| <b>Kettins Parish Hall</b><br><br><b>Ward 2 – Strathmore</b> | <b>Kettins Parish Hall – Phase 1</b><br><br>The Board of Kettins Parish Hall intends to create sporting and leisure facilities at Lindsay Park in Kettins as the first phase of a wider project to build a new Parish Hall as the existing changing facility at Lindsay Park is a prefabricated building and is in a dilapidated state and no longer fit for purpose. The sporting and leisure facilities will comprise of new sports changing rooms, toilets, a small community room and a small kitchen. These modern sports changing facilities will also incorporate showers and a referee's room. | £10,000       | £10,000       | 2018/19        | Total project cost<br>£250,000<br><br>Project in progress    |
| <b>Alyth in Bloom</b><br><br><b>Ward 2 - Strathmore</b>      | <b>Alyth Burn Side Improvement Project</b><br><br>Alyth in Bloom is looking to improve the appearance, access and biodiversity of the burn side, running along a project site which stretches along the western bank of the Alyth Burn (i.e. along Pitnacree Street) from the telephone kiosk at Market Square to the Packhorse Bridge 200 metres upstream.                                                                                                                                                                                                                                            | £10,000       | £10,000       | 2018/19        | Total project cost<br>£137,187.71<br><br>Project in progress |

| Applicant                                                                      | Project Brief                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Sum Requested | Grant Awarded                     | Financial Year | Other Notes                                                         |
|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----------------------------------|----------------|---------------------------------------------------------------------|
| <b>Glenfarg &amp; Duncrievie in Bloom</b><br><br><b>Ward 8 – Kinross-shire</b> | <b>Main Street Enhancement 19</b><br><br>Glenfarg & Duncrievie in Bloom (GDIB) is looking raise awareness of the historical significance of Glenfarg in the context of the railway epoch and to simultaneously create an aesthetically pleasing entrance feature with information panel on the southern approach to Glenfarg. Basket tree planters, baskets and a village information panel (made of oak) will be installed to draw people off the Main Street and into the heart of the village. | £4,470        | £4,470                            | 2018/19        | Total project cost £9,000<br><br>Project in progress                |
|                                                                                | <b>Solheim Cup Communities Fund</b><br><br>Funding allocated for community groups to implement sustainable physical environmental improvements within their community in celebration of the Solheim Cup being hosted in Perth and Kinross in September 2019.                                                                                                                                                                                                                                      |               | £25,000                           | 2018/19        |                                                                     |
|                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |               | <b>2018/19 TOTAL = £94,657.71</b> |                | <b>Total project cost of all the 2018/19 projects = £522,817.28</b> |

## Appendix 2

### Perth & Kinross Projects supported by the Scottish Landfill Communities Fund from 1 April 2018 – 31 March 2019

| Applicant                                                                                   | Project Brief                                                                                                                                                                                                                                                                                                     | Sum Requested | Grant Awarded | Financial Year | Other Notes                                                  |
|---------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|----------------|--------------------------------------------------------------|
| <b>Alyth in Bloom</b><br><br><b>Ward 2 - Strathmore</b>                                     | <b>Alyth Burn Side Improvements</b><br><br>This project has ambitious and exciting aims to improve the appearance, access and biodiversity of the burn side in Alyth for the benefit of the local community and visitors. The project is led by Alyth in Bloom with the support and involvement of the community. | £59,515.40    | £59,515.40    | 2018/19        | Total project cost<br>£130,012.71<br><br>Project in progress |
| <b>Perth &amp; Kinross Countryside Trust</b><br><br><b>Ward 3 – Blairgowrie &amp; Glens</b> | <b>Cateran Trail Upgrade</b><br><br>One of Scotland's 29 Great Trails, the Cateran Trail is a popular 64 mile circular route that follows ancient drove routes and rights of way. This project will improve the drainage around the Trail to safeguard the paths against water damage.                            | £35,085.00    | £35,085.00    | 2018/19        | Total Project Cost<br>£35,085<br><br>Project in progress     |
| <b>Kinneswood in Bloom</b><br><br><b>Ward 8 – Kinross-shire</b>                             | <b>Benarty View Community Garden</b><br><br>The site was an overgrown and inaccessible "nature strip". The site was opened up, creating footpaths, steps and a central seating area making it accessible and revealing the view to Loch Leven, Benarty Hill and beyond.                                           | £9,697.54     | £9,697.54     | 2018/19        | Total Project Cost<br>£32,990.54<br><br>Project completed    |

|                                                                                        |                                                                                                                                                                                                                                                                                                        |            |                                                           |         |                                                                                    |
|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------------------------------------------------------|---------|------------------------------------------------------------------------------------|
| <p><b>Crieff in Leaf Association</b></p> <p><b>Ward 6 – Strathearn</b></p>             | <p><b>Crieff's Leafy Coos</b></p> <p>The installation of a family of life-sized sculptured leafy coos - a bull, cow and calf, all made from recycled steel. Their creative design will represent Crieff's past in a highly visible and engaging way that will appeal to all ages.</p>                  | £6,936.00  | £6,936.00                                                 | 2018/19 | <p>Total project cost<br/>£31,708.13</p> <p>Project completed</p>                  |
| <p><b>Perth &amp; Kinross Countryside Trust</b></p> <p><b>Ward 7 – Strathallan</b></p> | <p><b>Provost Walk, Auchterarder</b></p> <p>Upgrading the Provost Walk footpath from a muddy track to a sealed-surface path suitable for walkers, cyclists, prams and people with impairments. The upgraded path will provide a safe, off-road, cross town route that avoids the busy High Street.</p> | £50,000.00 | £50,000.00                                                | 2018/19 | <p>Total project cost<br/>£532,166 (estimate)</p> <p>Project in progress</p>       |
|                                                                                        |                                                                                                                                                                                                                                                                                                        |            | <p><b>Overall Total<br/>2018/19 =<br/>£161,233.94</b></p> |         | <p><b>Total project cost of all the<br/>2018.19 projects<br/>= £761,962.38</b></p> |



## PERTH AND KINROSS COUNCIL

### Environment and Infrastructure Committee

15 May 2019

#### Delivery of Retail Façade Improvements and Town Centre Management Initiatives in Rural Towns

#### Report by Executive Director (Housing and Environment) (Report No. 19/140)

The purpose of this report is to outline options to utilise the additional non-recurring resource of £200k allocated in the Council's revenue budget to provide support for retail façade improvements and town centre management initiatives in rural towns. It is recommended that funding will be allocated through a grant scheme mechanism aligned with the Community Environment Challenge Fund to be called the Community and Business Placemaking Fund. This will allow applications for assistance to be submitted by businesses and representative business and community bodies. Priority will be given to schemes that deliver the greatest community economic benefits.

### 1. BACKGROUND / MAIN ISSUES

- 1.1 Rural towns across Scotland are facing increasing challenges in adapting to changing economic conditions to sustain vibrant town centres for residents and visitors. Support and assistance is required to help with improvement, diversification and repurposing.
- 1.2 The Scottish Government has allocated £50m grant funding through the Town Centre Fund for support across Scotland. This capital fund is targeted at supporting larger transformative social or economic projects. £1,983,000 has been awarded to Perth & Kinross Council based on the overall population, and the number of towns with a population of at least 1,000.
- 1.3 Additionally, the Council previously committed £100k non-recurring revenue funding for retail façade improvements in rural towns to ensure that the frontages of their premises are updated, welcoming, and convey being open for business, to encourage local and visitor spend.
- 1.4 The Council also committed a further £100k non-recurring revenue funding towards rural town centre management initiatives to enhance the economic potential of rural towns by providing a point of contact for local businesses and partnership forums.
- 1.5 This revenue funding could also support any capital funding through the Town Centre Fund.
- 1.6 It should be noted that town centre management support is currently only provided within Perth however following the resignation of the current City Centre Manager, an opportunity will be taken to redefine the role to include an

appropriate level of management support to the principal towns of Aberfeldy, Alyth, Auchterarder, Blairgowrie, Coupar Angus, Crieff, Dunkeld & Birnam, Kinross, and Pitlochry.

## **2. PROPOSALS**

- 2.1 The allocation of funding for retail façade improvements and town centre management initiatives in rural towns is proposed on the basis of agreed criteria and grant conditions. In addition, it needs to be driven by local community and business proposals. This is in line with national policy frameworks and guidance focusing on place based investment, linked to local needs and opportunities supported by community planning and empowerment, community asset transfer, and evidence from local place standards or design charettes.
- 2.2 Therefore it is proposed that the criteria and grant conditions ensure that funded projects will:
- have a degree of public or business support within defined localities
  - have the necessary landlord and regulatory consents
  - demonstrate anticipated community and economic benefits
  - maximise community economic benefits
- 2.3 The majority of principal towns have a combination of community councils, established representative locality frameworks, business representative groups, tourism business associations and development trusts. Proposals in other smaller towns with a population of 1,000 or more should also be eligible for assistance providing they have established representative organisations.
- 2.4 In addition, it will be necessary to ensure that the requisite landlord and regulatory permissions and consents are secured to enable proposals to be delivered legally and to a high quality.
- 2.5 Proposals should also be required to demonstrate anticipated community and economic benefits, to provide clarity on what the allocation of funding will achieve, and enable future assessment of its impact.
- 2.6 Similar place based, community led, improvements are currently supported through the Community Environment Challenge Fund (CECF). Since 2011/12, up to £100,000 of funding has been available annually through the CECF. The Fund is aimed at community groups leading and delivering environmental projects which would make a significant difference to their local environment, and which have been widely supported within the community. The Environment Committee approved changes to the CECF in June 2013 to make the Fund more accessible to community groups and local organisations. This was to streamline the assessment and approval process, as well as assist community groups to improve their areas, in partnership with the Council (Report No.13/271 refers).

- 2.7 In line with the CECF, the use of funding would be maximised by prioritising funding assistance towards proposals that have secured match funding from other public or private sources or, in the case of town centre management initiatives, that can generate income. Proposals for façade improvements should also indicate an ongoing maintenance commitment to protect and maintain benefits.
- 2.8 Current support for the management of the CECF is undertaken by the Community Greenspace team. They promote the scheme and assess and determine applications for assistance against eligibility criteria and guidance on conditions of the grant.
- 2.9 A similar process to that developed for the CECF will be used for the retail façade and town centre management funding which is proposed to be named the Community & Business Placemaking Fund (CBPF), and which will broadly adopt the process and grant conditions used for the successful CECF.
- 2.10 Initial assessment of applications from representative business organisations and community organisations would be undertaken by economic development staff and, in line with current CECF process, the views of ward members will be sought on each application before final approval was given.
- 2.11 The proposed eligibility and grant criteria for the new CBPF is attached at Appendix 1.

### **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 It is proposed that the fundamental principles and streamline approach of the successful Community Environment Challenge Fund will be adopted and adapted to deliver retail façade and town centre management initiatives in rural towns through the new Community and Business Placemaking Fund. The new scheme will operate during the 2019/20 financial year.
- 3.2 It is recommended that the Committee:
- i) approves the expenditure of funding in 2019/20 for retail façade improvements and town centre management initiatives within rural towns through a new scheme to be named the Community & Business Placemaking Fund.
  - ii) approves the guidance for the scheme as set out in Appendix 1.
  - iii) requests the Executive Director (Housing and Environment) to promote this initiative and secure participation with representative business and community bodies in rural towns.
  - iii) requests the Executive Director (Housing and Environment) to bring back a report in a year's time detailing the outcomes achieved.

**Author**

| <b>Name</b>  | <b>Designation</b>       | <b>Contact Details</b>                         |
|--------------|--------------------------|------------------------------------------------|
| John McCrone | City Development Manager | TESCommitteeReports@pkc.gov.uk<br>01738 475000 |

**Approved**

| <b>Name</b>    | <b>Designation</b>                 | <b>Date</b>   |
|----------------|------------------------------------|---------------|
| Barbara Renton | Director (Housing and Environment) | 12 April 2019 |

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## 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>Yes</b>        |
| Workforce                                           | <b>Yes</b>        |
| Asset Management (land, property, IST)              | <b>Yes</b>        |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>No</b>         |
| Strategic Environmental Assessment                  | <b>No</b>         |
| Sustainability (community, economic, environmental) | <b>No</b>         |
| Legal and Governance                                | <b>Yes</b>        |
| Risk                                                | <b>No</b>         |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>Yes</b>        |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>No</b>         |

### 1. Strategic Implications

1.1 This report supports the delivery of the Perth and Kinross Community Plan / Single Outcome Agreement in terms of the following priorities:

- (ii) Developing educated, responsible and informed citizens
- (iii) Promoting a prosperous, inclusive and sustainable economy
- (v) Creating a safe and sustainable place for future generations

#### Corporate Plan

1.2 This report supports the achievement of the Council's Corporate Plan Priorities:

- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (v) Creating a safe and sustainable place for future generations.

## 2. Resource Implications

### Financial

#### Revenue

- 2.1 The creation of the new Community & Business Placemaking Fund can be funded by utilising the previously approved funding for the delivery of Rural Town Retail Façade Improvements (£100,000) and Rural Town centre Management Initiatives (£100,000). This is non-recurring funding available for 2019/20 within the existing Housing & Environment Revenue Budget. The cost of administering the Fund can be met from existing staff and operational resources.

#### Capital

- 2.2 None

#### Workforce

- 2.3 None.

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

- 2.4 There are no immediate implications in respect of asset management arising from the recommendations of the 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.
- 3.2 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 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The proposal recommended in this paper has been considered under the Act and the pre-screening has identified that the proposal will have no environmental effects, it is therefore exempt. The reason for concluding this is that the recommendation in this report will have no direct environmental

effects as they relate to management and governance arrangements in respect of the delivery of a grant scheme to third parties.

#### Sustainability

- 3.5 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.
- 3.6 The proposals and recommendation in this report will have positive impacts as they relate to management and governance arrangements to support sustainable development and integrate with requirements to link the allocation of funding with planning and economic development policy and assessment for community, environmental and economic impacts where appropriate

#### Legal and Governance

- 3.7 The Head of Legal and Governance has been consulted and is in agreement with the contents of this report.

#### Risk

- 3.8 Risk to the Council will be mitigated in respect of proposed to management and governance arrangements requiring scrutiny and audit of proposals in relation to planning and economic development policy and assessment for community, environmental and economic impacts where appropriate

### **4. Consultation**

#### Internal

- 4.1 The Head of Finance and the Head of Legal and Governance have been consulted and are in agreement with the contents of this report.

#### External

- 4.2 Perth and Kinross Heritage Trust have been consulted in the preparation of this report given previous involvement in the delivery of rural town façade improvement schemes.

### **5. Communication**

- 5.1 The report if agreed will require communication and promotion of the scheme to representative business and community bodies in rural towns.

## **2. BACKGROUND PAPERS**

- 2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above report.

Environment Committee June 2013 (Report No.13/271)

Environment and Infrastructure Committee, May 2018, (Report No. 18/176)



## Appendix 1

### Community & Business Placemaking Fund 2019/20

#### Application Guidance

##### Who can apply?

Applications can be submitted by local or national constituted groups, businesses, representative business, community or voluntary organisations.

Applications for funding for façade improvements to a single property can be submitted by individual businesses or by a representative business, community or voluntary organisation for multiple properties in a town centre where they have agreement from business tenants or owners.

Applications for town centre management initiatives should only be submitted by a representative business, community or voluntary organisation where they have support for business participation from multiple business tenants or owners.

##### What kind of projects will be supported?

The grant can be used to support facade improvements to business premises or town centre management initiatives and reasonable professional fees which are directly incurred in respect of the project concerned.

The criteria for assessing the application are:

##### General

- √ All proposals will be required to demonstrate how they enhance/contribute to business or local economic growth and/or contribute benefits to the wider community
- √ Prior to application the proposal must have the written support of all local Councillors in the Ward where the project is taking place. If you don't know them there is a list on the PKC Website
- √ Applicants should have an ability to complete the project within 12 months.

##### Façade Improvements - £100,000

Grants to individual businesses or representative business, community or voluntary organisations for funding to improvements to the facades of business premises will

- √ Generally only be available for owners/lease holders of property with retail or commercial leisure use who agree to secure all necessary property and regulatory consents (confirmed in writing prior to application)

- √ Will be required to undertake all necessary repair and improvement works. For example a grant would not be available for only repainting a door and windows if other repair and improvement works to the property are required.
- √ Will not cover the cost of major structural repair works. There may be other sources of financial aid available to undertake such work. Where repairs are needed it will be a condition of grant that they are completed in advance of improvement work.
- √ Will be required to demonstrate arrangements have been made for future maintenance as part of a planned maintenance schedule or lease conditions
- √ Will be required to demonstrate they have secured designers and contractors with the requisite skills and experience to carry out the works,
- √ Will be required to demonstrate they hold adequate public liability insurance and health and safety requirements are met.

Applications for funding of multiple improvements to the facades of business premises by representative business community or voluntary organisations

- √ Will require evidence of participation from local business, indicative proposals and anticipated funding levels and link to other existing or planned regeneration or town centre management initiatives (e.g. charrettes or conservation area appraisals)

#### Town Centre Management Initiatives - £100,000

Applications for funding for town centre management initiatives by representative business, community or voluntary organisations,

- √ Will require evidence of participation from local business, indicative proposals and anticipated funding levels and link to other existing or planned regeneration or town centre management initiatives (e.g. charrettes or conservation area appraisals). Examples of town centre management initiatives could include support for the procurement of consultancy services and or platforms to generate income; resources for Purple Flag or World Host accreditation; town centre WIFI digital support
- √ Must demonstrate how they will managed and sustained. This could include the procurement of consultancy services and /or recruitment of staffing resources to provide advice and support in the future and predicted ongoing income or grant assistance from other sources.

### **How much would the grant be?**

#### Façade Improvements

Minimum grant request £2,500 up to a maximum of £10,000 for façade improvements to single properties with a maximum of up to £50,000 for multiple properties in a town centre. 50% match funding is required. For example, an application of £2500 would have a total cost of at least £5,000. The whole project can be of any size and there is no defined maximum project cost.

## Town Centre Management Initiatives

Minimum grant request £10,000 with maximum of up to £50,000 for town centre management support. 50% match funding is required. The whole project can be of any size and there is no defined maximum project cost.

### **What is Match Funding?**

Match-funding can include fundraising activities, cash contributions and in-kind support from community groups or business premises owners.

In kind support must relate to the project itself rather than any other activities of the group.

In Kind support for the Community & Business Placemaking Fund (CBPF) can be calculated based on nationally recognised volunteer rates (Heritage Lottery Fund)  
Unskilled = £60 per day | Skilled = £150 per day | Professional = £350 per day

CBPF funding will only be paid to the business or representative business, community or voluntary organisations when proof has been supplied that match funding has been secured

We have created a spreadsheet available on our webpage to help you calculate your in-kind support and other forms of funding for your CBPF application. Please use this and submit with you application.

Please Note

- Each business or representative business, community or voluntary organisation will only be able to apply for one grant in each financial year and future applications cannot be used to fund the same element of the project.
- Several projects can be teamed up together into one application to meet the minimum funding level.

### **What happens to my application?**

During the application process Economic Development staff within the Housing & Environment Service will be in touch with either individual applicants or representative business, community or voluntary organisations with any additional questions.

Please note: failing to provide the information required in the application checklist will stall the process and result in a significant delay to the 12 week assessment timescale.

### **How will I know if my application has been successful?**

If successful, PKC will send (by post) a Letter of Award to the applicant which clearly sets out the conditions of the grant and provides an End of Grant return form. The Project can then begin to be implemented.

If unsuccessful PKC will contact the applicant by post, our letter will include feedback.

### **I have a successful application, what happens next?**

If successful, PKC will send (by post) a *Letter of Award* to the applicant which clearly sets out the conditions of the grant and provides an *End of Grant Monitoring Form*. The Project can then begin to be implemented.

### **How do I claim the CBPF grant?**

Prior to funds being released, applicants must clearly demonstrate that you have met all of the conditions set out in the *Letter of Award*.

Funding can be claimed any of the following ways:

1. Lump sum funding at the conclusion of the project
2. Smaller payments at regular intervals throughout the delivery of the project
3. If requested at application stage funds can be released prior to works (see below)

If claiming in lump sum or smaller payments (1&2):

A. On completion of the project or a milestone:

- gather together a copy of each paid invoice (with 'paid' written on it) or a copy of each receipt that the CBPF has agreed to fund
- provide evidence that you have met all of the conditions set out in the Letter of Award.

B. Submit these 'FAO CBPF Team' to Economic Development at Pullar House, 35, Kinnoull Street, Perth PH1 5GD.

N.B. The grant will be paid either on production of invoices (with payment based on 50% of each invoice) or against proof of in-kind expenditure up to the level of the grant agreed (such as volunteer timesheets to prove the value of the equivalent match-funding).

C. PKC will transfer the funding direct to the bank account provided in the original application within 10 working days.

D. On completion of your project, you must complete an End of Grant Form.

If claiming prior to works (3):

A. Evidence value for money by supplying PKC with 3 quotes for each element of the project, providing detail as to why your chosen supplier is best value for your group (i.e. local supplier or community benefit)

B. Clearly demonstrate that you have met all of the conditions set out in the Letter of Award.

C. PKC will transfer the sum requested on your best value quote(s) direct to the bank account provided in the original application within 10 working days

D. On receipt, you must provide a copy of the bank statement showing the funding from PKC going into the account and the payment being made out of the account to the supplier(s)/contractor(s)

E. On completion of your project / receipt of all funds you must complete an End of Grant Form.

### Completing and submitting the End of Grant Monitoring Form

The *End of Grant Monitoring Form* to record the positive impacts on the business, economy or community within the local area. This form will record as appropriate:

- The progress of the project compared to the programme planned initially
- The number of business premises improved
- The number of businesses participating in town centre management initiatives
- Evidence of improvement in town centre economic performance in relation to vacancy, footfall and turnover
- The number of paid and voluntary posts created through the funded project
- The number of training places created via the project

Photographs can also be submitted with the Monitoring Form so that improvements can be recorded.



## PERTH AND KINROSS COUNCIL

### Environment and Infrastructure Committee

15 May 2019

#### Disabled Persons' Parking Places (Variations) Order

#### Report by Depute Director (Housing & Environment) (Report No. 19/137)

This report considers all the requests during the last year for disabled parking bays which require to be added or removed from the Perth and Kinross Council (Disabled Persons' Parking Places) Order 2011.

### 1. BACKGROUND

- 1.1 The Perth and Kinross Council (Disabled Persons' Parking Places) Order 2011 was introduced following the implementation of the Disabled Persons' Parking Places (Scotland) Act 2009.
- 1.2 Under the Disabled Persons' Parking Places (Scotland) Act 2009, Perth and Kinross Council has a statutory duty to keep the relevant Traffic Regulation Order under review.

### 2. PROPOSALS

- 2.1 It is proposed to vary the relevant Traffic Regulation Order. The additions are due to new applicants who have requested a disabled space to aid them close to their property and meet the qualifying criteria for a Blue Badge. The removals are due to varying circumstances where the bay is no longer required to assist a Blue Badge holder. For example, the blue badge holder may have moved.
- 2.2 The proposals are made up of the following:
  - Bay additions – 36
  - Bay removals – 40

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a Draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to be raised.
- 3.2 If objections are raised, these will be reported back to Committee, with appropriate recommendations.

- 3.3 It is recommended that the Committee approves the promotion of a variation to the Perth and Kinross Council (Disabled Persons' Parking Places) Order, as described.

**Author**

| <b>Name</b>     | <b>Designation</b>          | <b>Contact Details</b>                                                                             |
|-----------------|-----------------------------|----------------------------------------------------------------------------------------------------|
| Charles Haggart | Traffic and Network Manager | 01738 475000<br><a href="mailto:HESCommitteeReports@pkc.gov.uk">HESCommitteeReports@pkc.gov.uk</a> |

**Approved**

| <b>Name</b>    | <b>Designation</b>                      | <b>Date</b>  |
|----------------|-----------------------------------------|--------------|
| Keith McNamara | Depute Director (Housing & Environment) | 2 April 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes/No</b> |
|-----------------------------------------------------|---------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>    |
| Corporate Plan                                      | <b>Yes</b>    |
| <b>Resource Implications</b>                        |               |
| Financial                                           | <b>Yes</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>Yes</b>    |
| Sustainability (community, economic, environmental) | <b>Yes</b>    |
| Legal and Governance                                | <b>Yes</b>    |
| Risk                                                | <b>None</b>   |
| <b>Consultation</b>                                 |               |
| Internal                                            | <b>Yes</b>    |
| External                                            | <b>Yes</b>    |
| <b>Communication</b>                                |               |
| Communications Plan                                 | <b>Yes</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 all of the above objectives.

#### Corporate Plan

- 1.3 The Council's Corporate Plan 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. These objectives are met by implementing schemes which promote road safety.

## **2. Resource Implications**

### Capital

- 2.1 There are no capital resource implications arising directly from the recommendations in this report.

### Revenue

- 2.2. There will be costs for advertising the necessary Order in the press and providing the road markings. The indicative cost of advertising an Order is £150 and will be met from the Traffic & Road Network Revenue Account Budget in 2019/20. The cost for the provision and removal of road markings are funded from the Occupational Therapy service budget.

### Workforce

- 2.3 There are no workforce implications arising from this report.

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

- 2.4 There are no land and property, or information technology implications arising from the contents of this 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.
- 3.2 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 **relevant** for the purposes of EqIA, with parking bays providing positive outcomes for people with disabilities.

### 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 encouraging lower traffic speeds.

### Legal and Governance

- 3.6 The Order will be promoted in accordance with The Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999.

### Risk

- 3.7 There are no significant risks associated with the implementation of this project.

## **4. Consultation**

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

## **5. Communication**

- 5.1 Approval will allow a start to be made to the formal procedure to generate a Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to be raised. If objections are raised, these will be reported back to Committee, with appropriate recommendations.

## **2. BACKGROUND PAPERS**

- 2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report.

## **3. APPENDICES**

- 3.1 Appendix 1 – Disabled Bay additions & removals locations



## APPENDIX1

**Disabled Bay Additions and Removals Locations**

| <b>Additions:</b>                      | <b>Removals:</b>                   |
|----------------------------------------|------------------------------------|
| Cromlix Road, Perth                    | Abbot Crescent, Perth              |
| Glenlochay Road, Perth                 | Craigie Road, Perth (x2)           |
| Grange Terrace, Perth                  | Dunkeld Road, Perth                |
| Knowelea Place, Perth                  | Glenartney Terrace, Perth          |
| Logie Crescent, Perth                  | Glenlochay Road, Perth             |
| Moulin Crescent, Perth                 | Glenlyon Road, Perth (x2)          |
| Newhouse Road, Perth (x2)              | Gray Street, Perth                 |
| Potterhill Gardens, Perth              | Kingswell Terrace, Perth (x2)      |
| Primrose Place, Perth                  | Low Road, Perth                    |
| Queen Street, Perth                    | Moulin Crescent, Perth             |
| Rannoch Road, Perth                    | Neave Court, Perth                 |
| Tollhouse Gardens, Perth               | Rannoch Road, Perth                |
| Uist Place, Perth                      | Wilson Street, Perth               |
| Commercial Street, Alyth               | Den Park, Abernethy                |
| Morrison Terrace, Alyth                | Cambridge Street, Alyth            |
| Victoria Street, Alyth                 | Morrison Terrace, Alyth (x2)       |
| Beechtree Place, Auchterarder          | Foswell Place, Auchterarder        |
| Belvidere Place, Auchterarder          | High Street, Auchterarder          |
| Castle Brae, Auchterarder              | Moray Street, Blackford            |
| High Street, Auchterarder              | Stirling Street, Blackford         |
| Beeches Road, Blairgowrie              | Ashgrove Terrace, Blairgowrie (x2) |
| Muirmont Crescent, Bridge of Earn (x2) | Beeches Road, Blairgowrie (x2)     |
| George Street, Coupar Angus            | Campbell Street, Coupar Angus      |
| Middlehills, Coupar Angus              | George Street, Coupar Angus        |
| Duchlage Court, Crieff                 | Murrayfield Loan, Crieff           |
| Auchterarder Road, Dunning             | Kings Mason, Invergowrie           |
| Main Street, Invergowrie               | Mylnefield Road, Invergowrie (x2)  |
| High Street, Kinross                   | Avenue Road, Kinross               |
| Ashgrove Terrace, Rattray (x3)         | Isla Road, Luncarty                |
| Haugh Road, Rattray                    | Skelton Road, Methven (x2)         |
| Goshen Terrace, Scone                  | Back Loan, Milnathort              |
| King Street, Stanley                   | Crawford Place, Milnathort         |



**PERTH AND KINROSS COUNCIL**

**Environment & Infrastructure Committee**

**15 May 2019**

**LAND REFORM (SCOTLAND) ACT 2003  
PROPOSED SECTION 11 EXEMPTION ORDER: 2019 SOLHEIM CUP**

**Report by the Depute Director (Housing & Environment) (Report No. 19/138)**

This report recommends approval of a Section 11 Exemption Order, to facilitate the 2019 Solheim Cup at the PGA Gleneagles Hotel.

This is to provide for public safety and security prior to, and during, the Solheim Cup for 23 days between 26 August 2019 and 16 September 2019.

**1. BACKGROUND**

- 1.1 The Land Reform (Scotland) Act 2003 created a Statutory Right of Responsible Access to most land and inland water in Scotland. Under Section 13 of the 2003 Act, a specific duty is placed on the Council to uphold these access rights. Section 11 of the 2003 Act provides a mechanism whereby land may be exempted from access rights. These exemptions are for two periods, namely:
- short term exemptions (for up to 6 days). These are relatively straightforward. The power to do this has been delegated to officers and many short term exemptions have been granted, in the interests of safety and security, such as for forest stage car rallies on Forestry Commission land.
  - applications for longer term exemptions (6 or more days up to a maximum of 2 years) are subject to public consultation and are confirmed, not by the local authority, but by the Scottish Ministers. Such applications can raise more difficult issues and require careful consideration.
- 1.2 In interpreting and implementing the Act, the Council is required, by virtue of Section 27(3) of the 2003 Act, to have regard to the provisions of the Guidance for Local Authorities and National Park Authorities on this part of the Act. In terms of the Guidance, exemptions under Section 11 should, in general, be limited to the following purposes:
- to allow a charge to be levied for admission to a particular event,
  - in the interests of safety and security,
  - to ensure the protection of privacy, where the provisions of Section 6 (land over which access rights are not exercisable) are not deemed sufficient in individual circumstances, and the local authority considers the exclusion necessary.

- 1.3 The Guidance also suggests that, with regard to longer term exemptions, a degree of discretion is available to treat applications on an individual basis, weighing such issues as:
- the threat of responsible access to the viability of the enterprise;
  - the importance of the enterprise to the local economy; and
  - the loss to the public of excluding the land from access rights.
- 1.4 The Guidance makes it clear that exemption orders for longer term exclusions should be used sparingly, applied to the minimum area and for the minimum period necessary.
- 1.5 The Act requires that, for longer term exemptions, the local authority should consult the landowner(s), the local access forum and such other persons as they think appropriate, and give public notice of the intended purpose and effect of the proposed order.
- 1.6 The 2003 Act does not provide a specific mechanism for appeals in the event that the local authority refuses an application for an exemption order.
- 1.7 The Land Reform (Scotland) Act 2003 (Modification) Order 2013/356 permits exemption orders to be made in respect of core paths, as well as other access land.
- 1.8 The Solheim Cup is to be held at the PGA Centenary Course at the Gleneagles Hotel between 9 and 15 September 2019 (16 September has been included in the application as a contingency day). It is a biennial contest between the top women professional players from Europe and the USA. The Solheim Cup is the most significant event in women's golf, and one of the most prestigious women's sporting events in the world.
- 1.9 The event will be televised to a worldwide audience by more than 40 broadcasters. Globally, the TV coverage will reach over 600 million people. More than 100,000 spectators are expected to converge on Gleneagles over the course of the event, including people whose public profile or status may require additional security.
- 1.10 The Solheim Cup's event management contractor, IMG, submitted an application on 15 January 2019 (Appendix 1). This requested exemption from access rights, for the land on which the competition will be played (and certain surrounding areas) (see plan at Appendix 2).
- 1.11 The application includes a number of core paths detailed on the plan in Appendix 3. Rights of Way are to be closed under separate legislation, which do not require Committee approval.
- 1.12 The reason for requesting exemption for certain areas of land out with the Gleneagles Hotel's grounds requires some clarification. These are areas adjacent to the event site which Solheim Cup's security advisors consider could be used by unauthorised individuals to seek to gain access to the site.



Temporary suspension of public access rights makes it easier for security personnel to limit access to authorised personnel only.

- 1.13 Further information was submitted by the event organisers in the form of a short report entitled 'Core Paths Summary Notes' (see Appendix 3). This details the reasons and dates for the requested exemption from access rights, the event footprint and the core paths included.
- 1.14 The application is, therefore, seeking that the PGA Centenary Golf Course be exempted from access rights for a period of 23 days, between 26 August 2019 and 16 September 2019 with a similar exemption being applied to the identified surrounding areas between 9 and 16 September (the map in Appendix 3 colour codes these areas). This is on the grounds of safety and security, and to allow an admission charge to be made.
- 1.15 A council officer attended a meeting of the Perth and Kinross Outdoor Access Forum on 21 February 2019 and provided a briefing on the proposed Exemption Order, the likely area to be covered, and the time frame involved.
- 1.16 The Proposed Exemption Order was advertised by means of a Notice in the Perthshire edition of The Courier on Monday 18 March 2019, and notices were displayed on site during the consultation period. Copies of the Proposed Notice and Plan were sent to interested parties in line with Section 11(2) (a) of the 2003 Act.
- 1.17 In addition, copies of the Proposed Notice and Plan were lodged at the Council Offices in Pullar House Perth, 2 High Street Perth and Auchterarder Library. They were also posted on the Council's website (with links from Access and Solheim Cup/residents pages) on Monday 18 March 2019.
- 1.18 The formal consultation period ran for 5 weeks from the date of publication of the Notice in The Courier until 22 April 2019.
- 1.19 A list of those directly consulted in terms of Section 11.2(a) is shown in Appendix 4.
- 1.20 No representations or objections were received during the consultation period.

## **2. PROPOSALS**

- 2.1 The Applicant's Supporting Statement cites reasons of public safety and security for seeking the access restrictions before, and during, the event and to allow an admission charge to be made.
- 2.2 It is acknowledged that the level of public access within the site is normally quite high, particularly along the core paths (in this case following existing rights of way). However, there are other local paths. In addition, given there were no objections from the general public, this indicates that people acknowledge the status of this one-off event and the potential benefits which

will accrue from it, and are prepared to accept some inconvenience for a limited period of time.

- 2.3 It is also acknowledged that protection of the event site by allowing exemption of certain surrounding areas from public access prior to the event is necessary, given the advice from Solheim Cup's security advisors and the dynamic nature of overall threat levels.
- 2.4 It is proposed that the application for the Exemption Order be approved in line with the Guidance mentioned in point 1.2 above.

### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 The Solheim Cup is an internationally significant event which involves a considerable period of planning to ensure its safe and successful delivery.
- 3.2 It is recommended that the Committee:
- (i) approves the application to exempt the areas shown on the plan in Appendix 2 from the right of responsible access during the times detailed in the application for reasons of safety and security, and to allow a charge to be made for admission to the event
  - (ii) agrees that the application, together with supporting information, should be submitted to the Scottish Ministers for confirmation.

#### Author

| Name      | Designation     | Contact Details                                                                                  |
|-----------|-----------------|--------------------------------------------------------------------------------------------------|
| Jim Dixon | Project Officer | <a href="mailto:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a><br>01738 475000 |

#### Approved

| Name           | Designation                                | Date         |
|----------------|--------------------------------------------|--------------|
| Keith McNamara | Depute Director<br>(Housing & Environment) | 4 April 2019 |

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You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 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) Promoting a prosperous, inclusive and sustainable economy
  - (ii) Creating a safe and sustainable place for future generations

#### Corporate Plan

- 1.2 The proposals relate to the achievement of the Council's Corporate Plan Priorities:
- (iii) Promoting a prosperous, inclusive and sustainable economy;
  - (ii) Creating a safe and sustainable place for future generations.

### 2. Resource Implications

#### Financial

- 2.1 There are no financial implications arising from this report.

### Workforce

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

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

- 2.3 There are no asset management issues arising from this report.

## **3. Assessments**

- 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 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. 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. These specific proposals have no impact on sustainability due to their temporary nature.

### Legal and Governance

- 3.5 The Head of Legal and Governance has been consulted on these proposals.

### Risk

- 3.6 There is a significant risk to the Solheim Cup if the Exemption is not granted, as it could compromise the safety and security of the event.

#### **4. Consultation**

##### Internal

- 4.1 The Head of Legal and Governance has been consulted on these proposals.

##### External

- 4.2 Police Scotland were consulted in the preparation of this report. They have no objections to the proposals. A list of consultees is provided in Appendix 4.

#### **5. Communication**

- 5.1 If the Exemption Order is approved by Scottish Ministers, the Council will publicise this in the local press, and also feature the details of the Exemption in the Solheim Cup section of its website.

#### **2. BACKGROUND PAPERS**

- 2.1 None

#### **3. APPENDICES**

- |     |            |                                                           |
|-----|------------|-----------------------------------------------------------|
| 3.1 | Appendix 1 | Application for An Order of Exemption                     |
| 3.2 | Appendix 2 | Applicant's Supporting Statement                          |
| 3.3 | Appendix 3 | The Proposed Notice, Order and Plan                       |
| 3.4 | Appendix 4 | A list of those consulted directly under Section 11(2)(a) |



## Application from Solheim Cup

|                                                                                                                                                            |                                                                                         |                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
|  <p><b>PERTH &amp; KINROSS COUNCIL</b></p> <p>The Environment Service</p> | <h1>Application For An Order Of Exemption From Access Rights For Land/Inland Water</h1> | <p><b>For Official Use Only</b></p> <p>Ref No</p> <p>Date of Receipt</p> <p>0-5 Days / 6 Days and Over</p> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|

An order of exemption can be granted by Local Authorities under powers created by Section 11 of Part 1 of the Land Reform (Scotland) Act 2003.

Please complete in BLOCK LETTERS

**PLEASE READ THE ACCOMPANYING NOTES BEFORE COMPLETING THE APPLICATION FORM. When complete return to:**

Head of the Environment Service, Perth & Kinross Council, Pullar House, 35 Kinnoull Street, Perth PH1 5GD

### 1 Name and contact details of applicant

**Name** IMG UK LTD (Fairhurst are applying on behalf of IMG)

**Address** 566 CHISWICK HIGH ROAD, BUILDING 6

LONDON

**Post Code** W4 5HR

**Tel No**

**Mobile**

**E-mail**

### 2 Dates and duration of exemption order in days

1. PRE - EVENT: MONDAY 26TH AUGUST TO SUNDAY 8TH SEPTEMBER - A LESSER AREA, SHOWN SHADED PINK ON THE MAP).
2. EVENT: MONDAY 9TH SEPTEMBER TO MONDAY 16TH SEPTEMBER (A GREATER AREA, OUTLINED IN RED ON THE MAP).

### 3 Reason for applying for exemption order

SAFETY & SECURITY

## ALLOWING AN ADMISSION CHARGE

1. PRE - EVENT: A NEED TO RESTRICT UNAUTHORISED ACCESS TO CERTAIN AREAS/LOCATIONS ADJACENT TO, NEAR OR IN SIGHT OF THE EVENT VENUE TO PREVENT ACTIVITIES THAT AFFECT SAFETY AND SECURITY ARRANGEMENTS FOR THE EFFICIENT STAGING OF THE EVENT.

2. EVENT: THERE IS A REQUIREMENT TO ACHIEVE A SECURED PERIMETER AND RESTRICT ACCESS TO TICKET HOLDERS AND STAFF; CREATE ROUTES AND ACCESS ARRANGEMENTS FOR EVENT RELATED TRAFFIC AND EMERGENCY SERVICES PLUS SUITABLE NON- EVENT RELATED ACCESS AND EGRESS FOR RESIDENTS OR BUSINESSES WITHIN THE PERIMETER /FOOTPRINT.

### 4 Description of event/activity

SOLHEIM CUP 2019 - IS ONE OF THE WORLD'S BIGGEST GOLF EVENTS IN 2019, AS FEMALE GOLFERS FROM THE USA AND EUROPE COMPETE HEAD-TO-HEAD IN A SIMILAR FORMAT TO THE RYDER CUP, WITH 12 PLAYERS FROM EACH SIDE BATTLING IT OUT FOR GLORY. THERE IS ALSO THE POSSIBILITY OF HIGH PROFILE PEOPLE REQUIRING SECURITY.

### 5 Location or address of the site to which the exemption order will apply

GLENEAGLES HOTEL, AUCHTERARDER, PERTHSHIRE

Post Code PH3 1NF

Grid reference NN919115

Extent of land/inland water to be included in exemption (please attach a map with boundary of exemption marked)

PLEASE SEE MAP ATTACHED

### 6 Contact details for the site if different from above

AS ABOVE

---

### 7 Landowner contact details for site

AS ABOVE. ALSO PARTIALLY INCLUDING LAND OWNED BY BLACKFORD FARMS AND AUCHTERARDER COMMON GOOD FUND (AUCHTERARDER GOLF COURSE).



**8 Please tick to confirm that the landowner's permission has been given**

Yes

☐

No

☐

**9 Details of access provision which will be temporarily suspended by exemption order**

1. PRE - EVENT: ACCESS TO BE TEMPORARILY SUSPENDED IN AREA SHOWN PINK ON THE MAP, AND INCLUDING CORE PATHS AUCH/51/1, AUCH/39/1 & AUCH/39/2.
2. EVENT: ACCESS TO BE TEMPORARILY SUSPENDED IN AREA OUTLINED IN RED ON THE MAP, AND INCLUDING CORE PATHS AUCH/51/1, AUCH/39/1 & AUCH/39/2, AUCH/154/1, AUCH/154/2, MUTH/135/2, AUCH/155/1 AND AUCH/35/1.

**10 Suggested alternative access routes (mark on map)**

THERE ARE OTHER CORE PATHS I RIGHTS OF WAY AVAILABLE FOR ACCESS IN THE LOCAL AREA (SEE MAP), AND GENERAL ACCESS RIGHTS ARE AVAILABLE OUTWITH THE EXEMPTION AREA. ALTHOUGH THE PATHS MUTH/135/2 AND AUCH/155/1 HAVE BEEN REQUESTED FOR CLOSURE DURING THE EVENT WEEK, THE CARRIAGEWAY WILL BE OPEN FOR VEHICULAR AND CYCLING TRAFFIC, AND MAY STILL BE USED TO TRANSPORT PEOPLE TO THE OTHER ACCESS PATHS TO THE EAST AND WEST OF THE AREA REQUESTED FOR EXEMPTION.

IMG ARE AVAILABLE TO PROVIDE LOCAL RESIDENTS LIVING IN THE FOOTPRINT OF THE SOLHEIM CUP SITE WITH HELP, IF THE RESIDENTS HAVE SPECIFIC ACCESS DIFFICULTIES RESULTING FROM THESE EXEMPTIONS.

THE PROVOSTS WALK EASTWARDS FROM STRATHEARN HOUSE WILL REMAIN AVAILABLE FOR USE.

**11 Previous application**

Date N/A

Reference  
Number

\_\_\_\_\_

Was the previous application for the same site/event

Yes / No

**12 Declaration**

☐ I enclose the standard fee of £400

Signed  
(applicant)

STEPHEN MCCARRON  
(FAIRHURST)

Date 15/01/2019

**Data Protection Act 1998**

Auch/51/1 : Auch/39/1 & Auch/39/2



## **The Notice of Proposed Order to Exempt Land from Access Rights and Site Plan**

### **PERTH AND KINROSS COUNCIL**

### **LAND REFORM (SCOTLAND) ACT 2003**

### **NOTICE OF PROPOSED ORDER TO EXEMPT LAND FROM ACCESS RIGHTS**

### **2019 SOLHEIM CUP (EXEMPTION) ORDER 2019**

Notice is hereby given under section 11(2)(b) of the Land Reform (Scotland) Act 2003 ("the Act") that Perth and Kinross Council proposes to make The Perth and Kinross Council (2019 Solheim Cup) (Exemption) Order 2019 ("the Order") under section 11(1) of the Act.

The effect of the Order will be to exempt (i) from 00.01hrs on 26 August 2019 to 23.59hrs on 16 September 2019 inclusive, the areas west of the A9 comprising the PGA Centenary Course, Gleneagles, Holes 1 and 18 of the Queen's Course, Gleneagles, and Holes 1, 2, 3, 4, 15, 16, 17 and 18 of the King's Course, Gleneagles and including those sections of Core Paths AUCH/51 and AUCH/39 within the said areas, and (ii) from 00.01hrs on 9 September 2019 to 23.59hrs on 16 September 2019 inclusive, the area to the north of area (i) comprising the grounds of Gleneagles Hotel, including the grounds of the Gleneagles Equestrian Centre and Shooting School but excluding any buildings erected thereon, and an area to the east of the A823 road and including those sections of Core Paths MUTH/135, AUCH/155 and AUCH/154 within the said areas from the access rights which would otherwise be exercisable in respect of that land by virtue of Part 1 of the Act. Those sections of the A823 lying within areas (i) and (ii) above which are not also Core Paths, and any rights of way on areas (i) and (ii), will not be exempt in terms of the Order but will be closed temporarily under separate legislation.

The purpose for which the Order is being proposed is to provide for public safety and security prior to, during and after the event and to allow a charge to be levied for admission to the 2019 Solheim Cup.

It is proposed that the Order will take effect in respect of (i) above from 00.01hrs on 26 August 2019 to 23.59hrs on 16 September 2019, and in respect of (ii) above from 00.01hrs on 9 September 2019 to 23.59hrs on 16 September 2019, unless revoked earlier.

Full details of the proposed Order together with plan showing the land affected may be examined during normal working hours at Perth and Kinross Council Offices:- Pullar House, 35 Kinnoull Street and 2 High Street, Perth and Auchterarder Library, Chapel Wynd, Auchterarder and at [www.pkc.gov.uk/SolheimCup](http://www.pkc.gov.uk/SolheimCup)

Objections or representations in respect of the Order may be made to the Head of Legal & Governance Service, Council Building, 2 High Street, Perth, PH1 5PH, for consideration no later than 5 weeks after publication of this notice. These should be made in writing and, in the case of objections, the grounds on which they are made should be stated.

**LISA SIMPSON**

**Head of Legal & Governance Service**

Dated:- 18th March 2019



## Applicant's Supporting Statement

### Core Paths Summary Notes

#### **Event Period 9 Sept to 16 sept**

During the event week there is a requirement to achieve a secured perimeter and restrict access to ticket holders and staff ; create routes and access arrangements for event related traffic and emergency services plus suitable non- event related access and egress for residents or businesses within the perimeter /footprint.

There is also a need to restrict unauthorised access to certain areas/locations adjacent to, near or in sight of the event venue to prevent activities that affect safety and security arrangements for the efficient staging of the event; the prestige or reputation of the host venue or event partners; as well as the arrangements intended to minimise disruption or disturbance to local residents and the community.

To achieve these objectives it is necessary to restrict public access to the event footprint and along the core paths listed below within the boundary lines indicated in red on the map:

Auch /51/1: Auch/154/1: Auch/39/1: Auch/39/2 : Auch /154/2 : Muth/135/2 : Auch/155/1 :Auch/35/1(AGC)

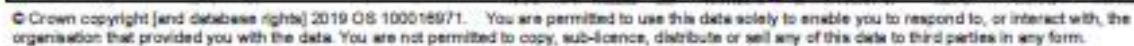
#### **Pre event period            26 Aug to 16 Sept**

The Solheim Cup Matches like all major and sporting international events is a potential target for "hostile" action by terrorist, environmental or other protest activity. During the build period there is also potential for theft and damage to the course, buildings, materials and machinery.

Pre event, large sections of the course and the hotel site effectively become a large building site for a few weeks with significant levels of activity carried out in compliance with strict health and safety requirements, policies and procedures. This includes many locations that are normally open ground as well as near footpaths or other rights of way across the site. Whilst every effort is made to ensure that properly managed and maintained physical protections and warnings are in place (e.g. fencing or warning notices etc ) the risks for unrestricted public access are obvious.

To address both security and safety risks, control measures are put in place for legitimate access by people, vehicles and deliveries against a pre-arranged system of accreditation, registration and labelling. Thus making any unauthorised attempt at access easier to detect and address. Safety measures will also be in place re hotel guests and golfers on the section of the golf course in use. Additional CCTV and IT based warning systems will be implemented supported by additional security personnel throughout the day and night. The effectiveness of these measures will be significantly reduced if the general public have access to the area.

To optimise the effectiveness of these security measures and reduce potential risks to public safety before, during and after the event it is essential to restrict public access to the event footprint and along the core paths listed below within the boundary lines indicated in red on the map :



Area coloured pink

Areas coloured green

Including all core paths on the said areas.

↑ Scale:  
1:12,000



**List of those consulted directly under LRA Section 11(2)(a)**

1. Perth & Kinross Outdoor Access Forum
2. Strathallan Ward Councillors
3. Auchterarder, Blackford & Muthill Community Councils
4. Auchterarder Paths Working Group
5. Ramblers Association
6. Scottish Rights of Way & Access Society
7. Blackford Farms
8. Auchterarder Golf Club
9. Strathallan Estate
10. Mr Stewart Drumlochy Farm, Blackford





**PERTH AND KINROSS COUNCIL**

**Environment & Infrastructure Committee**

**15 May 2019**

**Amendments to the List of Public Roads**

**Report by Deputy Director (Housing & Environment) (Report No. 19/139)**

This report recommends that the List of Public Roads be updated to take account of the amendments detailed in this report.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The Roads (Scotland) Act 1984 requires the Council to keep a List of Public Roads, which it has a duty to manage and maintain. The Act makes provision for new or upgraded sections of road to be added to the List from time to time.
- 1.2 The majority of the roads listed on the attached schedule were constructed under Construction Consent. They have been completed in accordance with the Council's road standards and a satisfactory twelve-month maintenance period has expired. The developer has requested that they be added to the List of Public Roads. Consequently, in accordance with Section 16 of the Roads (Scotland) Act 1984, the Council, as Roads Authority, is obliged to add such roads to its List of Public Roads.
- 1.3 Exceptions to the above is Airlie Street, Alyth and Wallace Gaite, Perth. The footway was improved and widened on Airlie Street, Alyth by Perth and Kinross Council as part of the Alyth Square improvement works. Wallace Gaite, Perth has been added to the schedule as it has been maintained by Perth & Kinross Council for over 10 years and has been missed historically from the List of Public Roads.

**2. PROPOSALS**

- 2.1 It is proposed to amend the List of Public Roads as detailed in the attached schedule.

**3. CONCLUSION AND RECOMMENDATION**

- 3.1 The roads detailed in the attached schedule have been completed to the required standards and should now be added to the List of Public Roads.
- 3.2 It is recommended that the Committee approves the amendments to the List of Public Roads as detailed in Appendix 1.

**Author**

| <b>Name</b>   | <b>Designation</b> | <b>Contact Details</b>                       |
|---------------|--------------------|----------------------------------------------|
| Sarah Perfett | Technician         | 01738 476590<br>HECommitteReports@pkc.gov.uk |

**Approved**

| <b>Name</b>    | <b>Designation</b>                            | <b>Date</b>  |
|----------------|-----------------------------------------------|--------------|
| Barbara Renton | Executive Director<br>(Housing & Environment) | 4 April 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Corporate Plan

- 1.1 The Council's Corporate Plan lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (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.

- 1.2 This report relates to (iv) and (v) above.

### 2. Resource Implications

#### Financial

- 2.1 There are no capital resource implications arising directly from the recommendations in this report.

- 2.2 The revenue commitments arising from the routine maintenance of the new roads are detailed in the schedule. The amount of £9,521 for routine and cyclic maintenance, and additional expenditure on street cleaning, will require to be prioritised within the existing Housing & Environment Service Revenue Budget in future years.

### **3. Assessments**

- 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 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 This section should reflect that the proposals have been considered under the Act and no further action is required as it does not qualify as a Plan, Programme or Strategy (PPS) as defined by the Act and is therefore exempt.

### **4. Consultation**

#### Internal

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

#### External

- 4.2 A notice was placed in the local newspaper. No objections were received.

### **2. BACKGROUND PAPERS**

- 2.1 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.

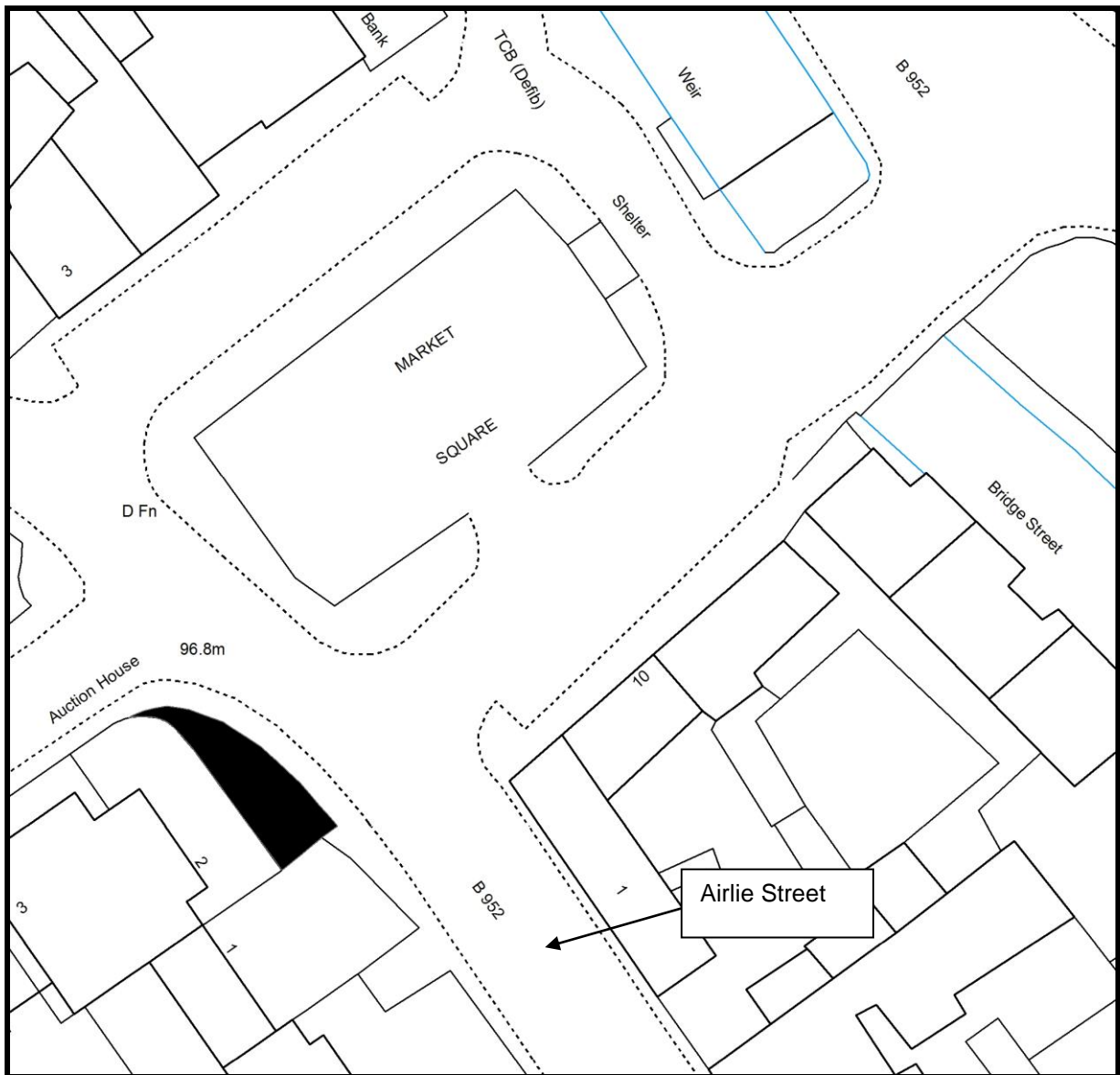
### **3. APPENDICES**

- 3.1 Appendix 1 - Schedule for Additions to the List of Public Roads

## Schedule for Additions to the List of Public Roads

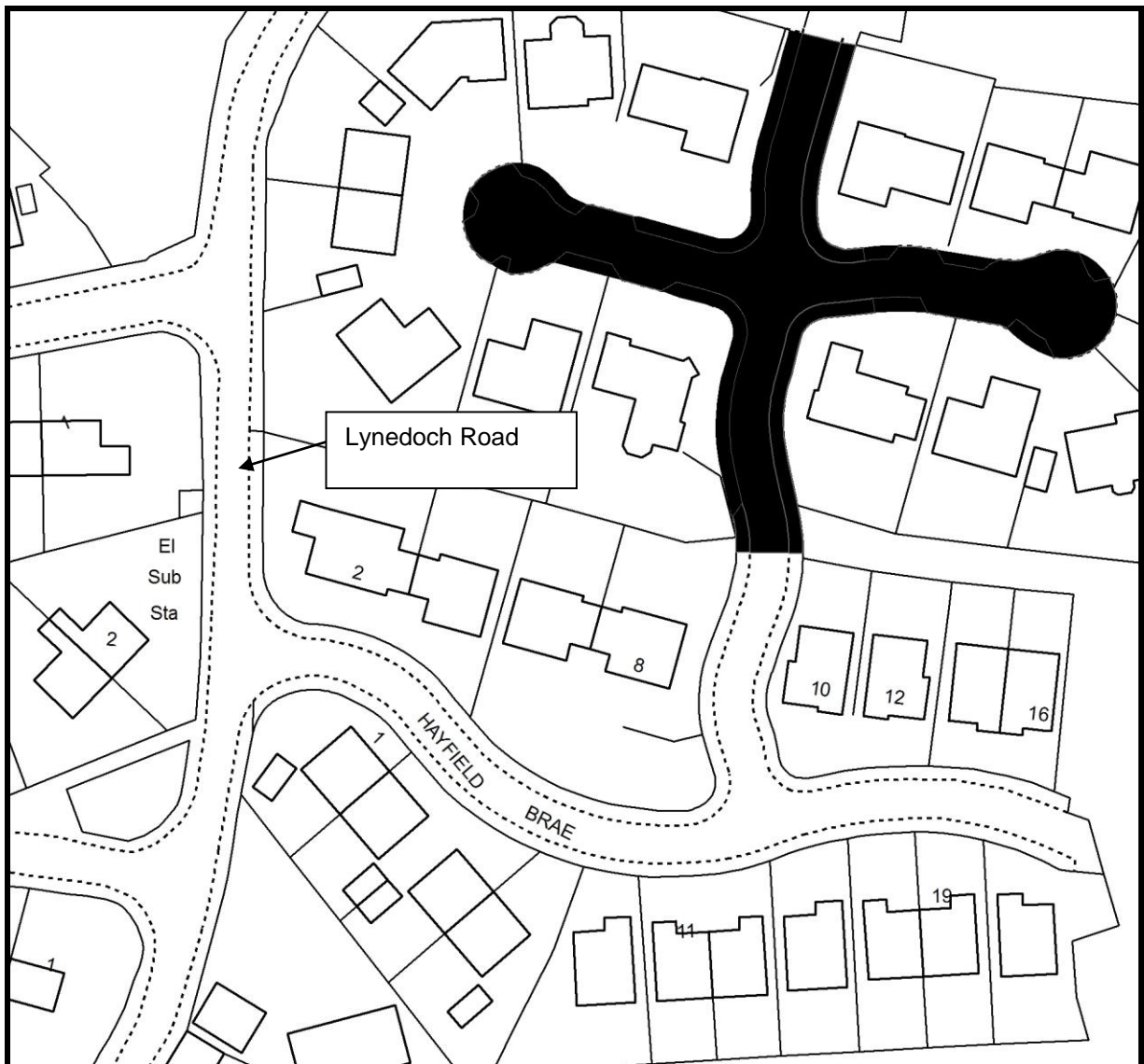
| Town          | Street Name      | Construction Consent No. | Developer                 | Length      | Ward | Street Lighting Columns | Remarks                                                                     | Financial Implications |                 |
|---------------|------------------|--------------------------|---------------------------|-------------|------|-------------------------|-----------------------------------------------------------------------------|------------------------|-----------------|
|               |                  |                          |                           |             |      |                         |                                                                             | Roads                  | Street Lighting |
| Alyth         | Airlie Street    | N/A                      | Perth and Kinross Council | 0m          | 2    | 0                       | Footway widening as part of the Alyth Square refurbishment works            | £15                    | £0              |
| Methven       | Taylor Avenue    | CC/PK/13/01              | G S Brown                 | 164m        | 9    | 8                       |                                                                             | £3,682                 | £520            |
| Perth         | Allison Crescent | CC/PK/01/11              | G S Brown                 | 201m        | 11   | 7                       |                                                                             | £4,512                 | £455            |
| Perth         | Hulbert Court    | CC/PK/01/11              | G S Brown                 | 15m         | 11   | 0                       |                                                                             | £337                   | £0              |
| Perth         | Wallace Gaite    | N/A                      | N/A                       | 28m         | 11   | 0                       | Historic anomaly PKC has been maintaining the carriageway for over 10 years | £0                     | £0              |
| <b>TOTALS</b> |                  |                          |                           | <b>408m</b> |      | <b>15</b>               |                                                                             | <b>£8,546</b>          | <b>£975</b>     |

Airlie Street,  
Alyth



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Taylor Avenue,  
Methven

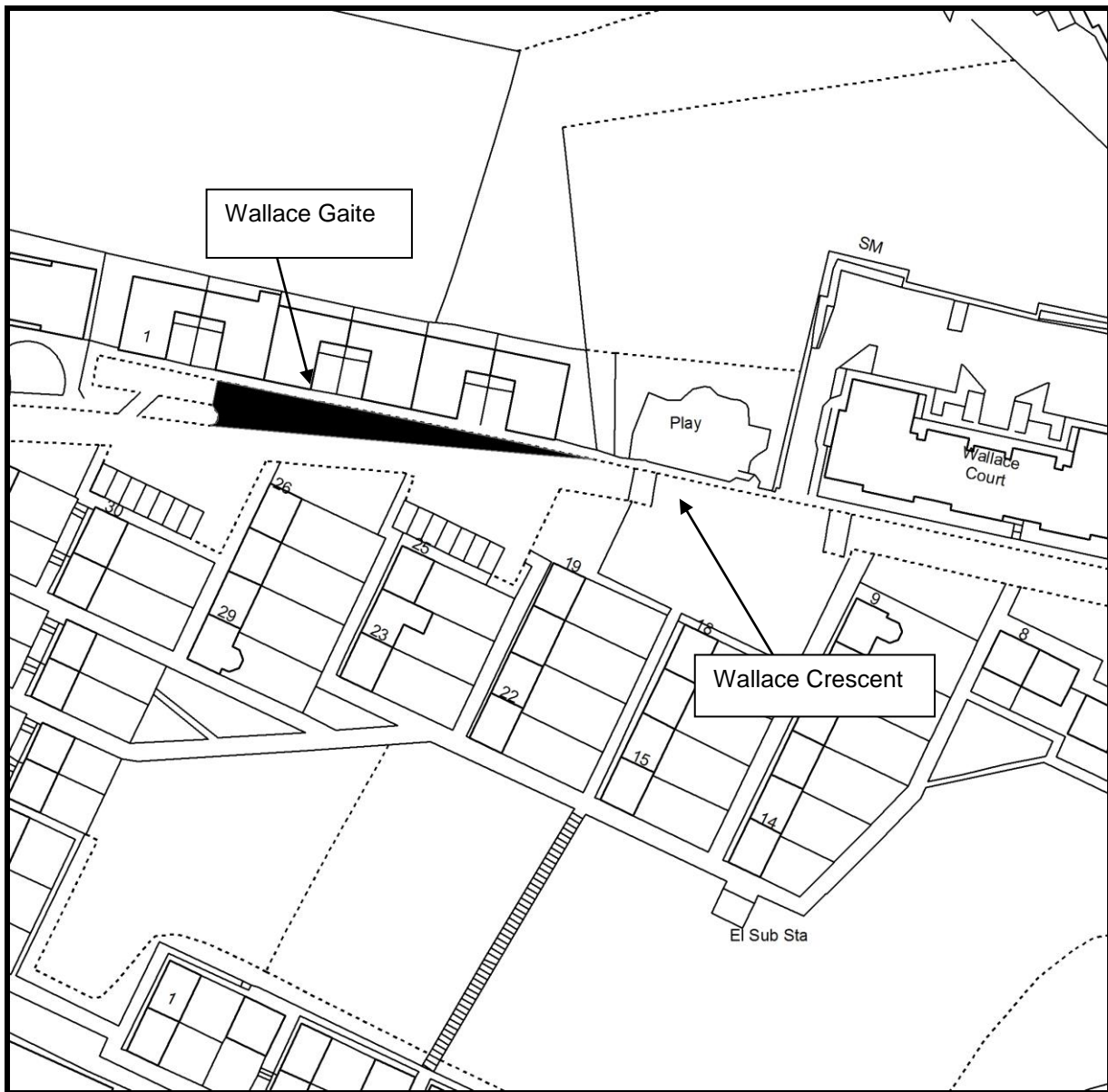


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Wallace Gaite,  
Perth



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