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Council Building  
The Atrium  
137 Glover Street  
Perth  
PH2 0LQ

Wednesday, 25 May 2016

A Meeting of the **Enterprise and Infrastructure Committee** will be held in the **Gannochy Suite, Dewars Centre, Glover Street, Perth, PH2 0TH** on **Wednesday, 01 June 2016** at **14:00**.

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

**BERNADETTE MALONE**  
Chief Executive

***Those attending the meeting are requested to ensure that all mobile phones and other communication devices are in silent mode.***

**Members:**

Councillor John Kellas (Convener)  
Councillor Joe Giacobazzi (Vice-Convener)  
Councillor Henry Anderson  
Councillor Michael Barnacle  
Councillor Ian Campbell  
Councillor Ann Cowan  
Councillor Dave Doogan  
Councillor John Flynn  
Councillor Ann Gaunt  
Councillor Tom Gray  
Councillor Grant Laing  
Councillor Alan Livingstone  
Councillor Willie Robertson



**Enterprise and Infrastructure Committee**

**Wednesday, 01 June 2016**

**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/SUBSTITUTES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF THE ENTERPRISE AND INFRASTRUCTURE COMMITTEE OF 23 MARCH 2016**
- 4 PERTH AND KINROSS COMMUNITY PLANNING PARTNERSHIP - ECONOMY AND LIFELONG LEARNING GROUP**
- (i) COMMUNITY PLANNING ECONOMY AND LIFELONG LEARNING GROUP - BRIEFING NOTE** **5 - 8**  
Joint Report by Depute Chief Executive (Sustainability, Strategic and Entrepreneurial Development) and Senior Depute Chief Executive (Equality, Community Planning and Public Service Reform) (copy herewith 16/223)
- 5 PERTH CITY DEVELOPMENT BOARD - VERBAL UPDATE BY EXECUTIVE LEAD OFFICER**
- 6 THE ENVIRONMENT SERVICE BUSINESS MANAGEMENT AND IMPROVEMENT PLAN AND ANNUAL PERFORMANCE REPORT** **9 - 54**  
Report by Director (Environment) (copy herewith 16/238)
- 7 EUROPEAN SOCIAL FUND EMPLOYABILITY PIPELINE AND POVERTY & SOCIAL INCLUSION PROGRAMMES – UPDATE AND GOVERNANCE ARRANGEMENTS** **55 - 66**  
Report by Director (Environment) (copy herewith 16/243)
- 8 CYCLING, WALKING AND SAFER STREETS (CWSS) PROJECTS 2016/17** **67 - 102**  
Report by Director (Environment) (copy herewith 16/244)

<b>9</b>	<b>ADDITIONAL TOURISM FUNDING PROPOSALS – SIGNAGE AND EVENTS</b> Report by Director (Environment) (copy herewith 16/245)	<b>103 - 116</b>
<b>10</b>	<b>SUSTAINABLE LIGHTING STRATEGY AND LIGHTING ACTION PLAN FOR PERTH</b> Report by Director (Environment) (copy herewith 16/246)	<b>117 - 158</b>
<b>11</b>	<b>PROPOSED 20MPH SPEED LIMIT AT BLAIRGOWRIE</b> Report by Director (Environment) (copy herewith 16/247)	<b>159 - 168</b>
<b>12</b>	<b>PROPOSED VARIATION TO ONE WAY – WELLMEADOW BLAIRGOWRIE</b> Report by Director (Environment) (copy herewith 16/248)	<b>169 - 176</b>
<b>13</b>	<b>PROPOSED VARIATION TO WAITING RESTRICTIONS WITHIN THE CITY CENTRE AREA, PERTH AND PARKING UPDATE</b> Report by Director (Environment) (copy herewith 16/250)	<b>177 - 194</b>
<b>14</b>	<b>PROPOSED VARIATION TO WAITING RESTRICTIONS AT HIGH STREET, PERTH</b> Report by Director (Environment) (copy herewith 16/249)	<b>195 - 202</b>
<b>15</b>	<b>PROPOSED VARIATIONS TO WAITING RESTRICTIONS ON ALMONDGROVE PLACE, AULD BOND ROAD, DUNCANSBY WAY, MUIRTON AREA, PERTH</b> Report by Director (Environment) (copy herewith 16/251)	<b>203 - 220</b>

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## PERTH AND KINROSS COUNCIL

Lifelong Learning Committee 25 May 2016  
Enterprise & Infrastructure Committee 1 June 2016

**Community Planning Economy and Lifelong Learning Group  
Briefing Paper**

**Joint Report by Depute Chief Executive (Sustainability, Strategic and Entrepreneurial Development) and Senior Depute Chief Executive (Equality, Community Planning & Public Service Reform)**

**PURPOSE OF REPORT**

This briefing provides an update on the activities of the Perth and Kinross Community Planning Economy and Lifelong Learning Group.

**1. BACKGROUND**

1.1 The group is tasked with delivering the following Community Planning Local Outcomes outlined in the Single Outcome Agreement:

- People are Ready for Life and Work
- Thriving, Expanding Economy
- Employment Opportunities for All

**2. UPDATE**

The group last met on 29 April 2016 where the following items were discussed:

**2.1 Economy and Lifelong Learning Group Outcome Delivery Plan**

The Outcome Delivery Plan had been updated following the February 2015 meeting of the group. Contributors were thanked for their input and updates and advised that the Outcome Delivery Plan will be updated ahead of every ODG meeting and be a standing item on the agenda.

**2.2 Economy and Lifelong Learning Group 6 Month Progress Report**

The group was asked to review and comment on the 6 month progress report which is to be considered at Community Planning Partnership (CPP) Board on 10 June. The group was told that there has been significant progress in employability and skills including progress on the regional development of Scotland's Young Workforce, a successful bid for European Social Funding (ESF) to create an Employability Pipeline and a partnership with Perth College UHI to deliver on STEM. City and regional economic development strategies are gaining momentum with the City Plan being rolled out, the Tay

Cities Region Deal is also taking shape. LEADER funding is also now available to further develop the Perthshire rural economy.

### **2.3 Opportunities For All Update**

Skills Development Scotland (SDS) provided an update on Opportunities for All for 16-19 year olds. In Perth and Kinross there were 1489 school leavers in 2015 with 91.8% moving into a positive destination. Since the start of 2016 the Opportunities for All partnership has used the data available to them as a major focus for ensuring that young people are supported into a positive and sustained destination. This work is taking place across all localities.

The partnership is intending to introduce a process where the statuses of all young people aged 16-19 are determined on an ongoing basis, as part of normal service delivery and data sharing instead of seeking to confirm school leaver destinations at two fixed points in the year. SDS reported that new partnership arrangements were working well, particularly the support from the Council's Services for Young People.

### **2.4 Perth City Centre Update**

The group received a presentation on Perth City Centre. Key discussion points included:

- There is a need for investment to unlock growth potential across the city and city region – estimated at 9,000 houses, 80 hectares of Employment Land, 1 Secondary School, 5 Primary Schools, 5000 job opportunities.
- Retail unit vacancy rates are lower than the Scottish and UK average and Dundee and Stirling. New businesses continue to open.
- Maintaining and enhancing quality of place and cultural diversity a prerequisite to attracting talent and investment.
- Aligning education, skills and research with existing and growing business needs will be critical to encouraging innovation and supporting growth.
- Collaboration between cities, across business and public/private sectors required.

### **2.5 DevelopingThe Young Workforce Regional Board**

The group received a report which provided a brief update on progress with the establishment of the Developing the Young Workforce Regional Board, and with the development of its bid for funding to the National Employer Group.

The Developing our Young Workforce shadow Board for Perth and Kinross is now established and has held two meetings in March, with a third planned for mid-May. The membership comprises a cross section of local business

leaders from small to large employers, and in a number of key local sectors. It is Chaired by Steven Stewart from the Stagecoach Group and the Vice Chair is Liz Jackson from Fairways Recruitment. Over the next couple of months it is hoped to recruit board members from the NHS and from a micro employer to complete the team.

The Perth and Kinross Youth Employment Strategy being developed by the new Regional Board aims to:

- Support employers to engage directly with schools and colleges
- Encourage the recruitment of more young people, including through Modern Apprenticeships
- Equip young people with the skills local business needs
- Give young people access to better and more flexible work experience opportunities
- Encourage more young people to set up their own business or become self-employed
- Focus in particular on young people who need extra support, come from disadvantaged backgrounds, have a disability or face other barriers in getting into work

To help deliver this the private sector led Board will employ a small Executive Team comprising a part-time DYW Manager, two Employer Engagement Executives plus a Modern Apprentice. The Team will be based either within Perth College UHI or Business Gateway premises in Perth.

### 3. CONCLUSION AND RECOMMENDATION

3.1 It is recommended that the Committee:

- (i) Notes the update from the Community Planning Economy and Lifelong Learning Group.

#### Author(s)

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#### Approved

Name	Designation	Date
Jim Valentine	Depute Chief Executive (Sustainability, Strategic and Entrepreneurial Development)	10/05/2016
John Fyffe	Senior Depute Chief Executive (Equality, Community Planning & Public Service Reform)	10/05/2016

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**PERTH AND KINROSS COUNCIL****Environment Committee****1 June 2016****Enterprise & Infrastructure Committee****1 June 2016****Community Safety Committee****8 June 2016****Scrutiny Committee****15 June 2016****The Environment Service  
Joint Business Management & Improvement Plan  
And Annual Performance Report****Report by Director (Environment)**

This report presents the Joint Business Management and Improvement Plan 2016/17 and Annual Performance Report 2015/16 for the Environment Service.

**1. BACKGROUND/MAIN ISSUES**

- 1.1 Service Business Management and Improvement Plans and Annual Performance Reports are a core element of the Council's Service Planning Framework.
- 1.2 This report presents the Environment Service Annual Performance Report for the period 2015/16 and the Business Management and Improvement Plan for the period 2016/17.
- 1.3 The Environment Service's Business Management and Improvement Plan 2016/17 sets out the key Service actions which contribute to the delivery of the Council's five strategic objectives and key local outcomes as set out in the Perth and Kinross Corporate Plan 2013/18.
- 1.4 The Environment Service's Annual Performance Report 2015/16 reviews Service progress over the past year in meeting the targets and commitments set out in the Environment Service's Business Management and Improvement Plan 2015/16.

## **2. PROPOSALS**

2.1 Our Service objectives remain:

1. To promote sustainable development
2. To develop and support a thriving and inclusive economy and promote Perth and Kinross as a place to live, work and visit
3. To manage, maintain and enhance the public realm and provide safe and convenient access to all users.
4. To protect and promote the health, safety and wellbeing of communities and staff
5. To provide efficient and effective service delivery

2.2 In order to meet these Service objectives, our priorities for the coming year will be:-

- Economic development
- Infrastructure
- Performance and Benchmarking
- Customer focus and feedback
- Workforce planning
- Collaborative working
- Commitment to delivering outcomes

2.3 Our challenge is in ensuring that we deliver these priorities while maximising our partnering opportunities and providing tangible results for local communities, within the resources allocated to the Service.

2.4 The Council's approved budget for 2016/17 includes continuing funding to support roads, economic development, business growth and transformation. This is given a context by the new Local Development Plan and its supporting policies.

2.5 To ensure that we continue to improve outcomes and respond effectively within a challenging financial environment the Service's Business Management and Improvement Plan 2016/17 sets out an ambitious change and improvement programme, including a number of Transformation reviews.

2.6 The Environment Service had a successful year in 2015/16 and achieved significant progress across a range of services which provided positive outcomes for citizens and communities.

2.7 Our continued commitment to delivering positive outcomes is evidenced by changing approaches to further improve recycling rates; increased use of benchmarking to understand how well we compare against others and what changes we can make as a result; the lessons we learn from complaints; improvements in planning performance and the delivery of new infrastructure such as our new schools and the A9/A85.

The Perth City Plan and the new Economic Development Strategy and Action Plan will be key documents which detail our aims and commitments in respect of the local economy and aim to build on successes in 2015/16 with employment rates ahead of neighbouring Councils and occupation rates in Perth City centre higher than the Scottish average.

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 The Joint Business Management and Improvement Plan and Annual Performance Report details progress against the Service's targets and improvement actions over the last year and sets out how the Service will take forward the strategic objectives and local outcomes set out within the Corporate Plan 2013/18.
- 3.2 It is recommended that the Community Safety, Environment, and Enterprise & Infrastructure Committees approve, for their specific area of interest, the Environment Service's Joint Business Management and Improvement Plan 2016/17 and Annual Performance Report 2015/16.
- 3.3 It is recommended that the Scrutiny Committee scrutinises and comments as appropriate on the Environment Service's Joint Business Management and Improvement Plan 2016/17 and Annual Performance Report 2015/16.

#### Authors

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#### Approved

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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>None</b>
Workforce	<b>None</b>
Asset Management (land, property, IST)	<b>None</b>
<b>Assessments</b>	
Equality Impact Assessment	<b>None</b>
Strategic Environmental Assessment	<b>None</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>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 the future
- 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 2013-2018 outlines the same five Objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and shape resource allocation. It is considered that the actions contained in the report contribute to all objectives as outlined in paragraph 1.1 above.

### **3. RESOURCE IMPLICATIONS**

- 3.1 The financial and workforce resources required to deliver The Environment Service Business Management and Improvement Plan 2016/17 are reflected within the approved Resource and Capital budgets for the Service.

### **4. ASSESSMENTS**

#### Equality Impact Assessment

- 4.1 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.
- 4.2 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

- 4.3 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

- 4.4 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.
- 4.5 The proposals contained within the report are assessed to have a positive impact on sustainability, particularly with regard to encouraging sustainable modes of travel.

### **5. APPENDICES**

Appendix 1 - The Environment Service's Joint Business Management and Improvement Plan 2016/17 and Annual Performance Report 2015/16.



# Appendix 1

## THE ENVIRONMENT SERVICE

### BUSINESS MANAGEMENT AND IMPROVEMENT PLAN 2016/17 & ANNUAL PERFORMANCE REPORT 2015/16

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# INTRODUCTION

Welcome to the Environment Service's Business Management and Improvement Plan for 2016/17.

Doing the best we can in all our areas of activity remains high on the agenda for all of us working in the Environment Service. There remains an incredible commitment by our employees to making improvements to what we do. This can be evidenced in a variety of ways – changing approaches to further improve recycling rates; our on-going success in the Council's Securing the Future awards; our increased use of benchmarking information to understand how well we compare against others and what changes we can make as a result; the lessons we learn from any complaints we receive; our continued improvements in planning performance; the delivery of new infrastructure such as the A9/A85 and the new schools we are building, along with continuing to maintain the Council's assets, such as roads and bridges which we look after.

Within all of this, and across all of the Service, we endeavour to make the best use of the resources available to us to ensure they are directed in the areas which will create the most benefit for the area. We believe we all work hard to achieve this, as we recognise the importance of what we do in making sure that Perth and Kinross is recognised as the best place to live, work and invest in, as well as a must visit destination.

However, we need to recognise that we are entering even more challenging times in terms of the current financial situation. We will need to all work together to understand what services we can continue to deliver and the level to which we can provide them. This will be hard for all those concerned, as we seek to manage expectations. However, by providing support to officers across the Service, through the Learn, Innovate, Grow programme, we will produce details of what we can provide. This, in turn, will allow us to discuss with service users, members of the public and elected members other ways of picking up areas of work we can no longer do ourselves. This is in line with the Council's expectations through the new approach to local community planning partnerships and the Community Empowerment Act.

For 2016/17, our Service objectives remain:

1. To promote sustainable development
2. To develop and support a thriving and inclusive economy and promote Perth and Kinross as a place to live, work and visit
3. To manage, maintain and enhance the public realm and provide safe and convenient access to all users
4. To protect and promote the health, safety and wellbeing of communities and staff
5. To provide efficient and effective service delivery

In order to meet these Service objectives, our priorities for the coming year will be:-

- Economic development, including the City Deal and the City Plan
- Infrastructure
- Performance and Benchmarking
- Customer focus and feedback
- Workforce planning
- Collaborative working
- Commitment to delivering outcomes

The Service remains committed to working in partnership, both across the Council, and with our community planning partners. We will also continue to seek out all opportunities to work smarter – such as the use of specialist engineering services from other local authorities and sharing our skills with them. This collaborative approach is an area which will be a big focus for the Service in the course of the next few years. As such, we will continue to pursue all available opportunities when they are in the best interests of the Council and the area.

While, as ever, the coming year presents many opportunities, there will also be many challenges. However, given the overall commitment from the Service, and from past experience, we have complete confidence that we will again deliver the very best services for the people of Perth and Kinross.

**Jim Valentine**  
Depute Chief Executive

**Barbara Renton**  
Director (Environment)

# VISION, STRATEGIC OBJECTIVES AND LOCAL OUTCOMES

## THE COUNCIL'S VISION

The Council's Corporate Plan clearly sets out the vision for our area, our communities and our people.

*“Our vision is of a confident and ambitious Perth and Kinross with a strong identity and clear outcomes that everyone works together to achieve. Our area will be vibrant and successful; a safe, secure and healthy environment; and a place where people and communities are nurtured and supported.”*

## THE COUNCIL'S STRATEGIC OBJECTIVES

From the vision, there are five strategic objectives which inform decisions about policy direction and budget spending. The strategic objectives within the Community Plan and the Council's Corporate Plan are:

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

The Environment Service will play a key role in the delivery of all strategic objectives while leading on the following Strategic Objectives and Local Outcomes:

- Promoting a prosperous, inclusive and sustainable economy
- Supporting people to lead independent, healthy and active lives

# DEVELOPING A PROSPEROUS, INCLUSIVE AND SUSTAINABLE ECONOMY

Service Contribution - Net Cost (£) 20,000,000

## Service Contribution

The Environment Service leads at a corporate level on the delivery of the “Thriving, Expanding Economy” local outcome.

The Service supports an integrated approach to sustainable economic and physical development. We will shape the long term vision for the area by implementing the Local Development Plan; adopting a proactive, responsive and supportive development management framework; developing much needed business infrastructure in the shape of additional employment land and improved digital connectivity; supporting growth sectors, and working at a one to one level with companies looking to grow.

In setting the revenue budget, the Council recognised both the importance and scale of challenge in these agendas and has earmarked significant resources to meet them. We are working on a new Economic Development Strategy and Action Plan and along with the Perth City Plan these will be the key documents which detail our aims and commitments in these areas.

A particular focus will be to assist the Perth City Development Board to implement the Perth City Plan, to support the work of the Scottish Cities Alliance in securing commercial investment in Perth and in working with Angus, Dundee and Fife Councils to deliver a city deal for the Tay Cities Region.

The Service provides a broad range of services which impact in a positive way to ensure that the local economy operates successfully, and that businesses are supported to relocate and grow. We will lead on the coordination and reporting of cross service activities in employability. As a Service, we are committed to providing both Modern Apprentice and Professional Trainee opportunities across all areas of our activity. In addition, we will provide services to support individuals to increase their employability and gain employment. We will enhance our employer engagement activities and seek to match opportunities to those we are supporting through other activities.

## THRIVING, EXPANDING ECONOMY

### Performance summary 2015/16

- 63% of premises across Perth and Kinross are now able to access superfast broadband (over 30 Mbps).  
**Enterprise and Infrastructure Committee**
- The new LEADER, ('Liaison Entre Actions de Development de l'Économie Rurale'), [Rural Development programme for Perth and Kinross](#) was launched on 14 January 2016. £3.8 million of European Union and Scottish Government funding will be invested in the local area over the next five years, bringing a boost to communities and the rural economy.  
**Enterprise and Infrastructure Committee**
- The Business Development Team has rolled out the [World Host customer care initiative](#) with 319 delegates from Perth and Kinross businesses going through the programme and 4 business achieved Business Recognition accreditation (as at 31 January 2016).  
**Enterprise and Infrastructure Committee**
- Bellerby Economics, in partnership with IBP Strategy and Research, were commissioned to undertake an independent evaluation of three of the key events in the [2015 Perth Winter Festival](#) programme - the Christmas Lights Switch On, Santa Run and the Coca Cola truck visit. The main focus of the research was the Christmas Lights Switch On event on 21 November, which saw a footfall of over 98,000 on the day. The crowd for the switch on event on Tay Street was estimated to be approximately 30,000 (compared to 27,500 in 2014). The evaluation concluded that a total gross expenditure impact of more than £6.5m was delivered by the 2015 Perth Winter Festival.  
**Enterprise and Infrastructure Committee**
- A report requested by the Enterprise and Infrastructure Committee on the [health of Perth city centre](#) showed that vacancy rates in the city are lower than all benchmarking partners and the Scottish average.

### Customer Feedback

- Over 130 [Perth and Kinross Business Enterprise Month - Perth & Kinross Council](#) local businesses have been supported through the [Super connected Cities Broadband Voucher Connection Scheme](#).  
**Enterprise and Infrastructure Committee**

The Business Development Team has undertaken a range of seminars and clinics for businesses including tourism investment, business tourism, marketing masterclasses, and selling skills for the non-salesperson and has led the partnership that delivers our annual [Business Enterprise Month](#). The 70 events were attended by 938 clients.

Feedback included

*"Thanks very much for such a helpful series of evenings. The overheads, tips and hints were all so useful and the homework really did force me to do some serious brainstorming!"*

**Enterprise and Infrastructure Committee**

- The Business Development Team co-ordinated the first Perthshire collaborative presence at the [Visit Scotland travel trade Expo](#) and brought 9 local companies to the [All Energy exhibition and conference](#), the leading event for renewable energy and clean technologies.

Feedback included

*"I would like to thank you for inviting us to join you at All Energy. The show was very positive for us. We were able to catch up with a number of existing clients and also developed some strong sales leads for new business."*

**Enterprise and Infrastructure Committee**

#### **Focus for 2016/17**

- Progress the long term investments for smart growth and the short-medium term delivery plan based on the four strategic themes and eight big moves in the Perth City Plan to catalyse economic growth in partnership with the City Development Board.

**Enterprise and Infrastructure Committee**

- Work with the Scottish Cities Alliance to create the conditions for growth by promoting and welcoming new inward investment and through the [Business Gateway](#) to support existing and new businesses to grow, create and sustain jobs.

**Enterprise and Infrastructure Committee**

- Progress the "City Region Deal" with our partners in Dundee, Angus and Fife.

**Enterprise and Infrastructure Committee**

## KEY PERFORMANCE INDICATORS

Indicator (Source)	Performance				Targets				
	13/14	14/15	15/16	Trend	15/16	RAG	16/17	17/18	22/23
Number of new business start-ups as a % of the business stock (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	4.9	3.7	5.1	➔	5.0	○	4.0	4.0	4.0
<b>Comments on performance during 2015/16</b> 304 new businesses were set up in 2015/16. The Office for National Statistics has extended the range of business included in the count in 2015 so year on year comparison will be problematic. The target for 2016/17 and beyond has been revised accordingly from 5%.									
Area of available Serviced Business Land (Ha) (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	55.93	54.17	54.17	➔	13	○	13	14.9	28.9
<b>Comments on performance during 2015/16 and targets</b> The 2014 Employment Land Audit recorded an existing supply of 160 hectares of marketable land; this is some 25 hectares more than the supply required per our 2014-2019 Local Development Plan. 54 hectares of the total employment land has been identified as immediately available serviced business land.									
Number of jobs created in small and medium enterprises (SME) per annum with public sector support (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	497	471	401	⬇	475	●	350	350	350
<b>Comments on performance during 2015/16 and targets</b> Unemployment remains at a consistent 1.2% in Perth and Kinross in May 2016 (steady for 12 months). This target includes recruitment incentives and Business Gateway start up (self-employment) in 2016/17. There will be less availability or requirement for wage incentives, therefore only 60 additional jobs will be created via recruitment incentives. Business Gateway will create 290									

Indicator (Source)	Performance				Targets				
	13/14	14/15	15/16	Trend	15/16	RAG	16/17	17/18	22/23
jobs (self-employment), therefore this target should be revised to a more realistic 350 places.									
% of residential and business premises with access to Next generation broadband (Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	36.7	51	63	↑	60	○	70	65	80
<b>Comments on performance during 2015/16</b> <a href="#">Digital Scotland</a> is responsible for producing updated reports on next generation broadband rollout in Scotland.									
Vacant city centre commercial floor space as a % of the total floor space (Community Plan) <b>Enterprise and Infrastructure Committee</b>	11.1	8.51	7.9	↑	12	○	9	9	9
<b>Comments on performance during 2015/16 and targets</b> This is based on 793 available commercial units, with 63 of these being vacant. Of these vacant units, 9 are currently under offer to new tenants, one is being planned for demolition and redevelopment and one is vacant due to a fire in the unit.									
Key Sector Employment (%) - Tourism <b>Enterprise and Infrastructure Committee</b>	12.5	13.1	12.8	→	13	○	13	13	13.5
<b>Comments on performance during 2015/16 and targets</b> The latest figures for the tourism sector align with new Scottish Government definitions. There were 8,200 employee jobs and self-employed positions in the sector in 2014.									
Key Sector Employment (%) - Food & Drink <b>Enterprise and Infrastructure Committee</b>	2.9	3.1	3.2	↑	3.0	○	3.0	3.0	3.5

<b>Comments on performance during 2015/16</b>									
The latest figures for the food and drink sector align with new Scottish Government definitions. There were 2,100 people employed within this sector in 2014. The Council's investment in <a href="#">Perth Food and Drink Park</a> has the potential to sustain up to 400 jobs once the park is fully occupied.									
Key Sector Employment (%) - Clean Technology Enterprise and Infrastructure Committee	4.8	6.7	3.1	↓	6.9	●	3.2	7	9
<b>Comments on performance during 2015/16</b>									
The latest figures for the clean technology sector align with new Scottish Government definitions. This is why there appears to be a dip in performance. There were 1,900 people employed within this sector in 2014.									

RAG Key

- On target for 2015/16
- Not on target for 2015/16

## EMPLOYMENT OPPORTUNITIES FOR ALL

### Performance summary 2015/16

- Employment, at 98.8% in Perth & Kinross is high compared with neighbouring authorities (Dundee City 97.1%, Fife 97.6% and Angus 98.1%).  
**Enterprise and Infrastructure Committee**
- The Employment Initiatives Team at The Hub's Perth city centre base has assisted **237** individuals into employment in the current financial year.  
A cross Council partnership hosted Scottish Modern Apprenticeship Week at the Hub in February 2016 to showcase the Modern Apprenticeship opportunities on offer to young people interested in a career with the council.  
The Council partnership with Barnardo's and Scottish and Southern Energy delivered a 6th cohort of youngsters into 6 month placements with Scottish and Southern Energy. This is the 3<sup>rd</sup> year of the initiative and over **60** youngsters have taken up this opportunity. Nearing the end of the 6 month placement, Hub staff help participants to build on the experience with a view to finding work.  
**Enterprise and Infrastructure Committee**
- The Hub outreach programme operates in Rattray one afternoon a week. Local people now receive support with employability as well as an opportunity to study for a Food Hygiene certificate at no cost. So far **6** candidates have successfully gained this certificate and a further **3** are in the pipeline.  
**Enterprise and Infrastructure Committee**
- The operating model for [Westbank Enterprises](#), Perth City's newest social enterprise partnership between the Shaw Trust and PKC, was determined after lengthy visits to similar organisations across Scotland. The team together with 3-400 unpaid work placement people produce 200,000 bedding and basket/container plants and 2,000 hanging baskets per annum.  
**Enterprise and Infrastructure Committee**

### Customer Feedback

- Between April and November 2015, the Employment Initiatives Team successfully placed **84** youngsters between the ages of 16-29 into employment opportunities across Perth and Kinross. Initially this was achieved via Scottish Government funded wage incentives, the Youth Employment Scotland (YES) fund and Scotland's Employment Recruitment Incentive (SERI). Although these funding streams have now been exhausted the Council will continue to fund a wage incentive and will aim to deliver a further **30** job outcomes by the end of the financial year.

#### Feedback included

*"We are a small business hiring out 4x4 Vehicles from a rural location in Perthshire. We were struggling to get the business off the ground with just the two of us and needed an additional member of staff who would be office based to deal with the admin/accounts side of the business. It was catch 22 as we were not making enough money to pay someone. This was when I was put in touch with the Employment Initiatives Team who have transformed our business. We were able to bring on an Administrator who has been absolutely key in making this a profitable business."*

#### **Enterprise and Infrastructure Committee**

## Focus for 2016/17

- Work with local employers to promote living wage accreditation.  
**Enterprise and Infrastructure Committee**
- Tackle inequalities by helping those furthest from the job market into employment.  
**Enterprise and Infrastructure Committee**
- Maximise job opportunities from our own investment opportunities.  
**Enterprise and Infrastructure Committee**
- Refresh the Employability Strategy and Action Plan by developing a new Economic Development Strategy and Action Plan.  
**Enterprise and Infrastructure Committee**

## KEY PERFORMANCE INDICATORS

Indicator (Source)	Performance				Targets				
	13/14	14/15	15/16	Trend	15/16	RAG	16/17	17/18	22/23
% of Scottish average monthly earnings (Community Plan, Corporate plan) <b>Enterprise and Infrastructure Committee</b>	89	86	98.2	↑	93	○	90	90	95
<b>Comments on performance during 2015/16</b> The level of earnings reported for people working in the Perth and Kinross area is markedly higher than in previous years. Whilst the corresponding figure for people resident in Perth and Kinross and the figures for Scotland as a whole have risen as well, they did so in a more incremental manner. It is worth bearing in mind that the data is based on a sample survey which always carries an element of risk. This requires to be monitored over the next few years before a trend can be confirmed.									
% of working age population unemployed, based on the Job Seekers Allowance claimant count (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	2.0	1.2	1.1	↑	1.5	○	1.2	1.2	1.2
<b>Comments on performance during 2015/16 and targets</b> The claimant count rate has returned to pre-recession levels. Between October and December 2015, the rate was 1.0% and in January 2016, 1.2%. There were 1,095 Claimants in Perth and Kinross in January 2016, 565 of whom lived in Perth City. The portfolio of interventions centred around the Hub continues to have a significant positive impact on the labour market in Perth and Kinross. <u>Proposed Target 2016/2017 – 1.2%</u> The claimant count will be recalculated after the adoption of universal credit in the area. This was implemented in Perth and Blairgowrie Jobcentre Plus offices on 25 April 2016.									
% of unemployed people participating in employability and skills programmes based on the Job Seekers Allowance claimant count (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	37.3	76.5	63.4	↑	40	○	50	50	75
<b>Comments on performance during 2015/16 and targets</b> As of 31 January 2016, 63.4% of unemployed individuals participated in employability and skills									

Indicator (Source)	Performance				Targets				
	13/14	14/15	15/16	Trend	15/16	RAG	16/17	17/18	22/23
<p>programmes. The rate is down on last year's performance but may reflect increased employment levels. Despite the relatively high employment figures, 741 individuals participated in employability projects across Council services. The Employment Initiatives Team is currently carrying out a commissioning exercise with a view to offering 2 skills academy programmes in the last quarter of the year.</p> <p><u>Proposed Target 2016/2017 – 50%</u></p> <p>Universal credit was introduced in November 2015 to replace Jobseekers Allowance. A new indicator is therefore proposed - % of working age population unemployed, based on the total number of people claiming out of work benefit.</p> <p>Although the Council has continued to outperform expectations, it is envisaged that next year will see a reduction in participant levels due to the new focus of targeting those individuals furthest away from the labour market.</p>									
Number of unemployed people assisted into work as a result of employability and skills programmes based on the total number claiming out of work benefits (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	641	612	689	↑	700	○	450	200	400
<p><b>Comments on performance during 2015/16 and targets</b></p> <p>For the period April 2015 to January 2016, 689 individuals were assisted into work this financial year. It is anticipated that the 700 job outcome target for 2015/16 will be exceeded. The introduction of additional wage incentives such as the Scotland Employer Recruitment Incentive will assist in achieving the target. Although the council has continued to outperform expectations, it is envisaged that next year will see a significant reduction in outcomes due to those individuals furthest away from the labour market being the new focus.</p>									
% Unemployed people accessing jobs via Council funded / operated employability programmes <b>Enterprise and Infrastructure Committee</b>	-	-	57.6	-	-	○	40	40	40
<p><b>Comments on performance during 2015/16 and targets</b></p> <p>As of 31st January 2016, 57.6% of unemployed individuals participated in employability and skills programmes. This is inclusive of those individuals participating in the Scottish Government Funded Wage Incentive. The figure is based on a claimant count of 1,086.</p> <p><u>Proposed Target 2016/2017 – 40%</u></p> <p>Universal Credit was introduced in November 2015 to replace Jobseekers Allowance. A new indicator is therefore proposed - % of working age population unemployed based on the total number of people claiming out of work benefit. Although the council has continued to outperform expectations, it is envisaged that next year will see a significant reduction in outcomes due to those individuals furthest away from the labour market being the new focus.</p>									
Narrow the gap between unemployment levels in the best and worst wards across Perth and Kinross (%) (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	5.9	1.9	1.7	↑	1.8	○	1.5	1.8	1.8
<p><b>Comments on performance during 2015/16 and targets</b></p> <p>Perth City South and Strathallan wards have seen the lowest claimant rate in January 2016 at 0.7%. Perth city centre remains the ward with the highest claimant rate of 2.4%. The portfolio of interventions centred around the Hub has had a significant positive impact on the labour market in Perth and Kinross.</p>									

# CREATING A SAFE AND SUSTAINABLE PLACE FOR FUTURE GENERATIONS

Service Contribution- Net Cost (£) 41,500,000

## Service Contribution

Our diverse environment is one of Perth and Kinross Council's most significant assets. It has outstanding natural beauty in both historic and built environments, as well as clean, green and accessible public spaces. These enhance the quality of life of all residents and support the economy by attracting many visitors to our area.

Our [Local Development Plan](#) aims to contribute to the sustainable development of Perth and Kinross by creating a positive planning framework to protect current assets and, where appropriate, identify sufficient appropriately located land to meet expected needs for industrial, commercial and housing development. Legislation requires Development Plans are updated every 5 years to ensure that they are up to date and make provision for an adequate supply of land for various uses and The Enterprise and Infrastructure Committee approved the [Development Plan Scheme](#) in April 2014 which details the programme we will follow for the preparation of Local Development Plan 2 and sets out key milestones.

Our Development Management Team manage the process of new developments by granting or refusing planning permission, and managing unauthorised developments using, when necessary, formal enforcement powers.

Building Standards are very aware of the significant role they play in the development process which must be streamlined and efficient to ensure that inward investment is encouraged as well as enabling existing businesses to have the confidence they will be supported as they seek to grow, sustain and create jobs. To this end we ensure all applications for building warrant and completion certificates are dealt with timeously and efficiently in accordance with the national building standards performance framework. Our performance reports for 2015/16 to date show a 95% success rate in meeting the target for responding to warrant applications within 20 days.

In addition, reflecting the Council's commitment to promote and encourage ambitious tourism events, Building Standards work very closely with other front line Council services and the emergency services to assist the delivery of public entertainment licences. Our role in this respect is to ensure the safety of temporary raised structures and ensure the needs of people with disabilities are catered for.

We collect and dispose of waste from 71,000 households and, working with communities, our recycling rate has increased from 19% in 2003, to 54% in 2015/16.

Our Community Green Space Team maintains 1,600 parks and public spaces for local communities and visitors.

We maintain 2500 km of roads network, 870 bridges, 23,000 street lighting columns and work with partner agencies on flood protection and civil contingencies.

## ATTRACTIVE, WELCOMING ENVIRONMENT

### Performance summary 2015/16

- [North Perth Allotments](#) consist of fourteen plots, including community plots, a garden and a plot for youth groups and starter plots. North Perth Allotment Association, working with the Service secured funding from the National Lottery, Awards for All to involve the Letham and Tulloch Community in a range of gardening projects for individuals and families. During 2015, the allotment holders were involved in the Letham & Tulloch Summer Gala and the New Rannoch Centre's Food & Flower Show.

#### **Environment Committee**

- Communities from Perth and Kinross, working together with Community Greenspace teams, won a third of the gold medal certificates awarded by [Beautiful Scotland](#) at their 2015 Annual Awards ceremony:

Beautiful Perth – Gold Medal, large Town Winner and Winner of David Welch Memorial Award for the Riverside Heather Collection;  
Blairgowrie and Rattray in Bloom – Gold Medal,  
Brig in Bloom – Silver Gilt Medal;  
Dunkeld and Birnam in Bloom – Silver Gilt Medal and Best New Entrant trophy;  
Pitlochry in Bloom – Gold Medal and Small Town Category winner;  
Comrie in Colour – Gold Medal Winner

In the UK-wide RHS Britain in Bloom competition the Perth and Kinross area was awarded with:

Silver Gilt medal for Muthill in Bloom  
Gold Medal and Best Large Village trophy for Coupar Angus Pride of Place.

#### **Environment Committee**

- Funding from [Zero Waste Scotland](#) enabled volunteers and champions to help deliver a programme of events aimed at helping households reduce, reuse and recycle, sending less waste to landfill. Recent events include a series of upcycling workshops hosted by local artists to help participants turn something old into something new and cookery workshops with demonstrations by a local chef to help reduce food waste. In addition savings from landfill are returned for community use.

#### **Environment Committee**

- Following a successful trial the Council has begun replacing existing 240 litre general waste bins with smaller 140 litre bins. This will increase further our recycling rates and deliver significant financial savings. The Council has the second highest household recycling rate in Scotland at 56%.

#### **Environment Committee**

- The Council upgraded its South Inch car park converting the facility from pay and display to a barrier based pay on foot system in May 2015. This allows customers to be flexible about how long they wish to park thus supporting visitors to the City.

#### **Enterprise and Infrastructure Committee**

- The Council has embarked on an ambitious 10 year programme to upgrade all of the street lighting across the area to energy efficient, light emitting diode (LED) lanterns. The project will

deliver a 40% reduction in the Council's unmetered energy consumption, significantly reduce carbon dioxide emissions and save £5m over 16 years.

**Enterprise and Infrastructure Committee & Environment Committee**

- June 2015 and January 2016 saw the official opening of the new Oakbank and Crieff primary schools respectively. The projects are part of Perth and Kinross Council's ongoing programme of upgrades and improvements to the school estate locally to deliver a modern, high-quality learning and teaching environment for pupils and staff. Work was completed on time and on budget.

**Enterprise and Infrastructure Committee**

- The [Community Environment Challenge 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 between 2011/12 and 2016/17. The fund has supported 14 new projects in 2015/16, awarding grants totalling £100,000. The total cost of these 14 projects amounts to over £500,000.

**Environment Committee**

**Customer Feedback**

- The Environment Service and Housing and Community Care Services, innovatively and collaboratively, bring both residential and commercial empty properties back into use. A member of staff's hard work has been recognised by Shelter Scotland by awarding her "Scottish Empty Homes Champion of the Year Award" as the winner in the category of "Outstanding Individual". The Team has been helping owners of empty properties with finance, advice and encouragement. To date the team have provided assistance and funding to bring over 200 properties back into use.

Scottish Empty Homes Partnership's National Manager said;

*"This has inspired enthusiasm across a number of sectors from housing to town-centre regeneration about what can be achieved when you approach issues like wasted empty homes with a problem solving attitude".*

**Enterprise and Infrastructure Committee**

**Focus for 2016/17**

- Protect and enhance the natural and built environment through planning frameworks that support sustainable development and design.

**Enterprise and Infrastructure Committee**

- Deliver the Council's sustainability agenda and meet carbon reduction obligations through on-going work on energy efficiencies, air quality, street lighting, recycling and public transport.

**Environment Committee**

- Support locality community planning partnerships.

**Environment Committee**

## KEY PERFORMANCE INDICATORS

Indicator (Source)	Performance				Targets				
	13/14	14/15	15/16	Trend	15/16	RAG	16/17	17/18	22/23
Vacant residential / commercial premises brought into use (number of schemes implemented) (Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	6	6	20	↑	8	○	10	10	15
<b>Comments on performance during 2015/16 and targets</b> As at 29 February 2016, five commercial and fifteen residential properties have been brought back into use with funding from Perth and Kinross Council and Perth and Kinross Heritage Trust. In addition, a further 144 properties have been brought back into use with support, guidance and information provided to owners by the Vacant Property Development Officer and Support Assistant. The Vacant Property Development Officer was awarded a Shelter Scotland "Outstanding Individual" award in recognition of her personal contribution.									
Emissions from Council buildings (tonnes CO2) (Corporate Plan) <b>Environment Committee</b>	19,951	14,116	Not Available	↑	18,000	Not Available	18,000	18,000	17,355
<b>Comments on performance during 2015/16 and targets</b> The latest energy accounts available show that during the period April 2015 to December 2015, the emissions from Council buildings were 4% higher than the level required to meet the target. The annual projection is 18,600 tonnes or 3% over target. This is largely due to the colder weather so far in 2015/16 which, measured by degree days was 14% colder than 2014/15 and 4% colder than 2011/12 base year.									
Municipal waste collected that is recycled or composted (%) (Community Plan, Corporate Plan) <b>Environment Committee</b>	51.5	52.7	53.2	↑	54	○	55	57	65
<b>Comments on performance during 2015/16 and targets</b> The latest figures confirm that during the period April 2015 to December 2015, the municipal waste recycling rate was 53.2%. This is slightly below target due mainly to timber collected at recycling centres now being sent for biomass treatment (2,720 Tonnes). However, this tonnage still contributes to the Council's landfill diversion rate.									

Identification of effective housing land supply (units) (Community Plan, Corporate plan) <b>Enterprise and Infrastructure Committee</b>	17,741	15,528	15,528	↓	6,800	○	No Target	6,370	6,370
<b>Comments on performance during 2015/16 and targets</b> The 2014 Local Development Plan recognises an existing supply capable of meeting targets for some considerable time. The last audit was completed in October 2015 in consultation with Homes for Scotland. The next audit will be completed around October 2016 and will be subject to consultation with Homes for Scotland.									
Number of houses built in Perth and Kinross (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	341	424	Not Available	↑	400	Not Available	No Target	320	910
<b>Comments on performance during 2015/16 and targets</b> The number of houses built is significantly influenced by prevailing economic conditions. An increase in completions was recorded in 2014/15 and it is hoped that this trend will continue. The next update will be available in May 2016.									
Number of buildings registered as at risk (Community Plan) <b>Environment Committee</b>	98	130	130	↓	-3%	●	-3%	-3%	-3%
<b>Comments on performance during 2015/16 and targets</b> The list still includes a number of inappropriate buildings and has not been adjusted to reflect restoration that has been completed on a number of properties. Staff will meet with Buildings at Risk Register for Scotland staff to resolve this.									
Proportion of operational buildings that are suitable for their current use (SOLACE Benchmarking PI) <b>Enterprise and Infrastructure Committee</b>	85.7	85.5	85.5	→	86	○	90	90	90
<b>Comments on performance during 2015/16 and targets</b> In comparison to last year the figures have remained static, and the downward trend of the last few years has halted. As we continue to develop the property management system, Concerto, we will be able to allow for more dynamic capture of suitability and condition information and use it to inform investment in our property asset.									

Proportion of internal floor area of operational buildings in satisfactory condition (SOLACE Benchmarking PI) <b>Enterprise and Infrastructure Committee</b>	93.7	94.0	94.0	➔	94	○	95	95	95
<b>Comments on performance during 2015/16 and targets</b>									
In comparison to last year the figures have remained static, and the downward trend of the last few years has halted. As we continue to develop the property management system, Concerto, we will be able to allow for more dynamic capture of suitability and condition information and use it to inform investment in our property asset.									

## COMMUNITIES FEEL SAFE

### Performance summary 2015/16

- The town of Alyth suffered its worst flooding in 140 years in July 2015. The Council responded with partners to support the local community and since then have worked in partnership with the local community, Planning Aid Scotland, Sustrans and the Alyth Development Trust to create and deliver a positive vision for Alyth into the future.

#### **Community Safety Committee**

- The Roads Maintenance Partnership has been making use of road side cameras to access information on road, weather and traffic conditions across the Council's 2500km of roads. The information from these cameras is particularly useful during the winter and assists with targeting gritting and snow clearing operations. The cameras also allow the public real time access to road, weather and traffic conditions.

#### **Community Safety Committee**

- The Council's Animal Welfare officers have responded to the change in legislation requiring all dogs in Scotland to be microchipped by running a series of free microchipping events. In addition to microchipping, officers give advice on responsible dog ownership and free dog waste bags to help owners do their bit to prevent dog fouling from spoiling public areas.

#### **Community Safety Committee**

- The 'Knot in My Neighbourhood' initiative invites dog owners to tie a spare dog bag to their pet's lead to show their commitment to pick up after their dog and to display that they'd be happy to pass it on to another owner who needs one.

#### **Community Safety Committee**

### Customer Feedback

- Community resilience volunteers worked with the emergency services, the Council and Atholl Estates to ensure that people affected by flooding were supported and cared for throughout their ordeal. Following the flooding, the Community Resilience Coordinator said:

"This event marked the emergence of the Blair Atholl and Struan CRG from a theoretical entity to an on-the-ground action group executing our stated role of providing direct support to emergency responders and the community at large, through our key strengths of local knowledge, availability of resources and ability to deploy volunteers with a diverse range of skills and experience".

#### **Community Safety Committee**

### Focus for 2016/17

- Support communities through the shared identification of local issues and collaboratively work towards local solutions such as developing local community resilience plans.

#### **Community Safety Committee**

- Helping communities become more resilient through initiatives such as local community partnerships.

#### **Community Safety Committee**

## KEY PERFORMANCE INDICATORS

Indicator (Source)	Performance				Targets				
	13/14	14/15	15/16	Trend	15/16	RAG	16/17	17/18	22/23
Number of Communities being supported to develop and maintain resilience plans <b>Community Safety Committee</b>	5	9	20	↑	10	○	20	22	25
<b>Comments on performance during 2015/16 and targets</b> Significant recent adverse weather impacts have alerted communities to the benefits of developing and sustaining local community resilience plans. The Council has been keen to support this activity and 2015/16 has seen an unprecedented increase in the number of plans supported with 20 in place and a further 5 in the pipeline.									

# PEOPLE IN VULNERABLE CIRCUMSTANCES ARE PROTECTED

## Performance summary 2015/16

- Perth and Kinross Council took 1st, 2nd and 3rd place in the whole of Scotland in summer 2015 for Walking to School Week. Walking to school brings benefits for public health, the economy, the environment and increases road safety. A recent study projected that for every £1 invested in walking to school there is £7.64 return in benefits to the wider community.

**Community Safety Committee**

## Customer Feedback

- The Scams Hub Project has continued and developed throughout 2015/16. Further sources of intelligence to identify potential scam victims have been developed both nationally by the National Trading Standards Scams Team (based in East Sussex) and locally by the Council's Trading Standards team. Working with other enforcement agencies, Royal Mail, banks and other financial institutions a further 82 vulnerable individuals in Perth and Kinross were identified and work is ongoing to contact all those listed. Of those contacted to date losses have ranged from £20-£50 to £20,000 and £50,000. Intervention with victims has ranged from simple advice and information on scams, assistance in clearing vast quantities of scam mail from a victim's home, installation of telephone call blocking technology, mail re-redirection and assisting relatives and carers to help protect those that they care for.

A person who had suffered a head injury and as a result was compelled to answer any questions put to him by a telephone scammer was scammed out of more than £1000 in less than 2 weeks. A True call device was fitted which as a result rejected 24 international calls in the first two hours after fitting. Since then, 97% of calls to his number have been rejected.

The gentleman said;

'The peace this has given me is great; it is helping with my recovery because I am not being bamboozled by people'

**Community Safety Committee**

## Focus for 2016/17

- Protect people who may be vulnerable to exploitation due to economic circumstances and scamming.  
**Community Safety Committee**
- Prioritise resources to ensure that the most vulnerable people in our communities are protected.  
**Community Safety Committee**

## KEY PERFORMANCE INDICATORS

Indicator (Source)	Performance				Targets				
	13/14	14/15	15/16	Trend	15/16	RAG	16/17	17/18	22/23
Number of businesses participating in Perth and Kinross Better Business Partnership (Corporate Plan) <b>Community Safety Committee</b>	268	262	252	↓	280	●	260	300	350
<b>Comments on performance during 2015/16 and targets</b> During the period April 2015 to February 2016 the Trading Standards Team has received 12 applications. Of those one was rejected by Police Scotland, two were rejected by the Trading Standards Team, seven were approved and two are being reviewed. During the year a survey of members revealed that several had closed as a result of the economic climate, resulting in a net drop in the number of businesses participating. A marketing plan has been put together by the communications team identifying marketing options, including actions which can be implemented without incurring any cost and also cost incurring options. The non-cost incurring actions were to be implemented in the last quarter of 2015/16; unfortunately the secondment of an officer to a post outside Trading Standards resulted in a delay in implementing those actions. This work will now be explored in 2016/17.									
Number of Perth and Kinross Council staff and voluntary carers of vulnerable adults given training in 'scam' awareness <b>Community Safety Committee</b>	164	218	122	↓	100	○		120	150
<b>Comments on performance during 2015/16 and targets</b> The 2015/16 target reflects saturation in respect of training for employees within the Council and the opportunity has been taken to extend sessions to target bank, financial institution, and legal professionals. Numbers in future years are anticipated to pick up again through refresher training and training for new starts.									

## ORGANISED TO DELIVER

This section of our Business Management and Improvement Plan outlines how the Service is structured and how it will deliver on the objectives and local outcomes identified.

### GOVERNANCE AND MANAGEMENT STRUCTURE OF THE SERVICE

There are 4 sections within the Service:

[Environmental and Consumer Services- Head of Service Willie Young](#)

[Performance and Resources- Head of Service Stewart MacKenzie](#)

[Planning and Development- Head of Service David Littlejohn](#)

[Property Services- Head of Service Stephen Crawford](#)

As well as the 4 Service sections, the Environment Service has overall responsibility for the Roads Maintenance Partnership (RMP) and lead responsibility for the Council's Transformation and Improvement Framework.

### CUSTOMER FOCUS AND COMMUNITY ENGAGEMENT

Corporately the Scottish Government's [four pillars of public service reform](#) are our guiding principles in the design and delivery of our services going forward:



- **Place** based partnerships and integrated service provision.
- **Prevention** and approaches that deliver better solutions and outcomes for individuals and avert future costs to the public sector.
- **People** work together across organisational boundaries to provide seamless, high quality integrated services.
- **Performance** management of strategic objectives, actions and measures to improve outcomes.

Building on our approach to delivering services to communities, The Environment Service will work with Community Planning Partners and the Local Community Planning Partnerships to establish a clear and shared understanding of the area's needs and develop a strong 'place'-based approach to tackle these challenges. This will include approaches which will strengthen relationships among CPP partners, local communities, the Third Sector and business interests to deliver the services which communities want and need.

Perth and Kinross Council is a customer focussed organisation, ensuring that the needs of service users are at the heart of service design and delivery.

The Service carries out a monthly customer satisfaction survey. Our latest survey for January 2016 shows that 84% of responders confirmed they experienced no problems in dealing with The Environment Service, although keeping customers up to date on progress with their enquiries remains an area for improvement.

[Customer Service Standards](#) are monitored using our FLARE database and reported every 4 weeks to The Environment Service Management Team. We aim to respond to all customer service requests within 15 working days. Heads of Service follow up any instances where

performance fails to meet the standards set. Performance in 2015/16 has been consistently solid and between 1 April and 29 February the target was met on 93% of occasions.

Responses to political mail are monitored using our FLARE database and reported every 4 weeks to The Environment Service Management Team. We aim to respond to all political mail within 15 working days. Performance in 2015/16 has been consistently solid and between 1 April and 29 February the target was met on 85% of occasions. Instances where performance has not met the standard are addressed on an individual basis.

A well evolved and effective process is used to deal with Service [Complaints](#) including 4 weekly reporting to The Environment Service Management Team. Recommended improvement actions are passed from the Complaints Officer to the relevant Service Manager and Head of Service so that service improvements are made from lessons learned. We aim to resolve complaints within 20 working days and met the target on 98% of occasions from April 2015 to the end of February 2016. During that period, 6 complaints were upheld; 11 partly upheld; 18 not upheld and 5 were withdrawn.

Lessons learned from complaints and used to improve the service included;

- reminding staff of agreed procedures
- developing new procedures
- raising awareness of data protection legislation
- improving our website
- managing expectations
- improving communication

Complaints are seen as being a key means of identifying where the services we deliver need to improve. As a result, the lessons learned over the last year have led to a significant reduction in the number of complaints upheld.

There are different levels of engagement in place, ranging from information sharing and feedback to consultation and active involvement. Several Surveys have been undertaken to assess changes in public attitudes and behaviours and there are many examples of staff helping local communities to develop their skills, abilities and confidence to self-help. These are detailed in our [Consultation and Community Engagement](#) web site pages. Service led examples include the [Local Development Plan](#), the [Tay Landscape Partnership](#), Conservation Areas, Traffic Management, Flood Mitigation and Waste Management.

Other opportunities for Service engagement with our customers include the Planning Users Forum; our Trading Standards Business Questionnaire; our Employability Strategy; the Core Paths Plan; our Building Standards Customer Survey; Building Standards Focus Groups; Food business surveys; Public Transport Surveys; our Parks and Open Spaces Visitors Survey; our Mixed Food and Garden Waste Household Collection Survey; our Household Waste Customer Satisfaction Survey and our Environment Service Satisfaction Survey.

Examples of how this customer engagement has resulted in improved outcomes for customers are shown below:

Through the household waste survey, householders in Perth and Kinross asked for more opportunities to recycle household waste. The Service responded by adding food and drink cartons and packaging to the range of items which can be recycled in blue-lidded bins. Data from our reprocessors show that around 0.3% of the blue bin material is made up of Food and Beverage cartons, while 2.15% of the material they received from trial areas was soft plastic (film). These materials had not been recycled before due to resale price volatility but changing market conditions allowed the Service to negotiate this service with the contractor at no additional cost.

Local food business operators identified through a consultation exercise, that they would rather receive instantaneous feedback after a food safety inspection than wait for a detailed written report up to ten days later. Our regulatory team has responded by moving to providing verbal feedback immediately following inspections and e-mailing out a summary report to businesses on return to the office. This provides a more customer focused service whilst ensuring public safety is maintained.

Engagement with the Pitlochry User Group identified priorities for improving the Park, Pavilion and viewing terraces at Pitlochry Recreation Park. In partnership with the local community, our Greenspace team responded by undertaking improvements to the play area and pavilion in the current year and will deliver further improvements to the park in 2016/17.

Engagement and consultation with residents in Perth City, Bankfoot, Scone, Crieff, Pitlochry and Acharn identified specific improvements to the local play areas in each of these communities.

Our Community Greenspace team has responded to a request from North Muirton Community Council in Perth to undertake an environmental audit which has identified a wide range of environmental improvements including seats; litter bins; play area and new shrub beds.

The Public Transport Unit undertook a public consultation day in Crieff to gather residents' views on their local bus service. Following discussion with local bus operators, the level of bus service was increased, resulting in improved transport links between residential areas in Crieff and Strathearn Community Campus and Crieff hospital.

Feedback from the Council's Customer Service centre indicated that customers were looking for improved access to the Council's roads maintenance service. An automated link has now been established between the Council's Customer Service Centre and our Roads Management System to ensure that customer enquiries are directly forwarded via e-mail to the appropriate area roads supervisor. All of our roads supervisors are equipped with mobile devices to allow them to receive and respond to enquiries when out in the field and to provide a speedy response.

## **PREPARING OUR PEOPLE FOR THE FUTURE**

We recognise that our people are our most valuable asset, and it is through their commitment and expertise that the Council will effectively support the achievement of better outcomes for all, at every life stage.

84% of service staff completed the [2015 Employee Survey](#). This was an improvement on the engagement rate in 2014 (80%) and above the Council average (64%). Satisfaction rates were steady for the majority of lines of enquiry.

Working in partnership with Corporate and Democratic Services, a wide range of people practices are in place to provide leadership and direction, ensure services are organised to deliver, keep colleagues informed and contributing to Council business, support learning and skills development, sustain effective employment relationships, extend collaborative working and promote health and wellbeing.

Building on existing approaches, we will continue to evolve the cultural conditions to support modern ways of thinking and working which promote continuous improvement and innovation. We will continue to address skills shortages innovatively e.g. by employing professional trainees and collaborating with staff from other Councils. We will focus on the following priorities:

- Celebrate the success evidenced by the Employee Survey and engage with staff to tackle the areas where the survey has shown that more work needs to be done together. Specific actions will be included in Team Plans and the Service Business Management and Improvement Plan.
- Further increase the percentage of staff who participated in an Employee Review and Development meeting with their line manager in the last rolling year.

- Manage employee health, attendance and performance in a positive and supportive manner with the aim of reducing absence levels.
- Undertake workforce planning, training and development of staff particularly in the light of reviews being undertaken across the Service and support the evolution of our organisational culture using the Centre for Innovation and Improvement to create a renewed and re-energised focus on innovation and improvement, placing it at the heart of everyone's, everyday business.
- Maintain our focus on continuous improvement, creativity and innovation.
- Cultivate and develop talent and leadership at all levels within the Service.
- Enhance employee engagement arrangements to better engender leadership, innovation and ownership throughout the organisation.
- Build on collaboration with Fife Council to provide property services and with Dundee City to deliver the major refurbishment of Canal Street Multi Storey car park.

## **PARTNERSHIP WORKING**

We understand that real improvement in our local services and delivery of our strategic objectives and local outcomes will come from our commitment to more integrated arrangements for joint working. We continue to promote and nurture a positive culture and behaviours and encourage integrated working, based on a common purpose, to deliver the best possible outcomes for our communities.

Key partnerships with The Scottish Government; Tayside Contracts; the local business community; the local Voluntary Sector; Police Scotland; the Scottish Fire and Rescue Service and Perth College UHI are central to the delivery of our Service outcome. The Delivery of the Perth City Plan, in partnership with the Perth City Development Board and the ongoing work in developing a City Deal for the Tay Cities Region, in partnership with Angus, Dundee City and Fife Councils will be integral to the delivery of an ambitious programme of infrastructure improvements in the Perth and Kinross and wider area.

Community Greenspace employees collaborate closely with colleagues in schools whilst property employees now work closely with colleagues in Fife Council for electrical engineering works, colleagues in Dundee and Angus Councils on structural engineering and across Tayside Councils on procurement.

The Salmon in the Classroom project is aimed at primary school pupils from age seven upwards. It is a 'hands on' project to help understand salmon and their lifecycle. It takes the children through a structured sequence of events using real salmon eggs from the local Tay catchment hatchery at Almondbank. This project links into local outcomes where our area will have a sustainable natural and built environment, as well as objectives in the Community Greenspace team plan. This is by facilitating active community engagement in a variety of biodiversity projects through involving local primary schools.

Significant steps have been made in improving local resilience to severe weather events through supporting the development of local resilience partnerships with rural communities. 20 community plans are now established with another 5 in the pipeline. Further opportunities to work more closely in partnership with local communities are anticipated to emerge through participation in the newly established local community planning partnerships.

## **FINANCIAL/RESOURCE MANAGEMENT**

We invest heavily in our people to ensure a wide range of practices are in place to provide leadership and direction, develop capacity and ensure services are well organised to deliver for the future.

The Environment Service manages a net annual revenue budget of £58m and a 6 year capital budget of £144m. The Service continues to operate in a very challenging financial environment with reducing real term resources set against a background of increasing demand for the more

'traditional' Council services it delivers. The Council's medium term financial plan to 2020 recognises that these challenges will remain at least into the foreseeable future as a result of the continuing economic challenges at a national and international level. It is likely this will have a continuing consequential impact on public spending.

In addition, the Service is working in an environment of increased demand for services and exposure to market pressures for some of its fee generating services, for example Commercial Property and Recycled Waste, as well as having to meet the cost of contract inflation and inflationary increases for core service provision. The Service is also making a significant contribution to corporate savings targets to meet future estimated pressures in respect of reduced Revenue Support Grant, the Health and Social Care agenda and pay inflation.

However, the Service has adapted well to the challenging financial environment and demonstrated an ability to modernise and maintain or improve service delivery predominantly through a series of transformation and service reviews. These have resulted in cashable efficiency savings of £800k 2015/16, £1.3m in 2014/15, £1.3m in 2013/14, £1.2m in 2012/13, £3.8m in 2011/12 and £3m in 2010/11. Further transformation reviews are scheduled for the next 5 financial years targeted at areas of service delivery where opportunities for shared working, rationalisation and efficiency will help to meet some of the challenges ahead.

Our 2016-2020 transformation projects comprise the Corporate Property Asset Management review; the Procurement review; Council Vehicle Fleet Utilisation and Optimisation review; Review of Council Assets for Commercial Sponsorship; Review of Roads Activities; Review of Recycling Service; Community Greenspace review; Review of Administration and Finance Support activities and Introduction of 7 Day Working across Operations. Collectively these will deliver an estimated £6m of additional revenue savings by 2020 across the Council, £2.5m of which will be delivered through yet further procurement efficiencies and £2.5m from a more efficient, fit for purpose property estate.

## **MANAGING EXPECTATIONS, SELF EVALUATION AND RISK MANAGEMENT**

The Service's performance management system is critical to ensuring the Service delivers on the Council's ambitious strategic objectives.

Performance plans are developed and articulated in the Service Business Management and Improvement Plan, Team Plans and Individual Work Plans. Progress is regularly monitored at The Executive Officer Team, the Service Management Team, Service Committees, Divisional and Team meetings. Performance is reported on an exception basis to Committee at the six month mark and comprehensively at the financial year end. The Service annually self-evaluates using the Council's How Good is our Council improvement toolkit and this together with the annual Employee Survey influences forward planning.

A significant part of our approach means we examine, on a 4 weekly basis, our effectiveness in addressing Customer Service Standards, Customer Complaints, Political Enquiry Responses and areas of specific interest such as Planning Performance.

## **RISK MANAGEMENT**

Risk management is embedded within the day to day operations of the Service. Key risks are identified annually and are reviewed on a regular basis. The reviews examine any required additions, amendments or deletions and include a review of progress with controls and actions associated with risks.

The key risks the Service is required to manage are contained within the Council's Risk Management Strategy and are, as at 1 April 2016;

Strategic Objective	Risk	Residual Risk	
		Impact	Probability
Strategic Objective 1, 2, 3, 4 & 5	Support the most vulnerable in our society during welfare reform	4	2
Strategic Objective 1, 2, 3, 4 & 5	Effectively manage changing financial circumstances	4	3
Strategic Objective 1, 2, 3, 4 & 5	Deliver the Council's capital programme	3	2
Strategic Objective 1, 2, 3, 4 & 5	Ensure the health, safety and wellbeing of Council employees and those who are affected by the Council's work	4	2
Strategic Objective 1, 2, 3, 4 & 5	Effective corporate governance	5	1
Strategic Objective 1, 2, 3, 4 & 5	Growing the economy	4	2
Strategic Objective 1, 2, 3, 4 & 5	Policy and legislative reform agenda	5	1
Strategic Objective 1, 2, 3, 4 & 5	Access appropriate delivery mechanisms for property contracts	4	2
Strategic Objective 1, 2, 3, 4 & 5	The Service may be subject to significant increases in costs in areas over which it has limited control as a result of prevailing economic or market conditions or the special nature of services being provided.	4	3
<b>KEY</b> <b>Impact</b> 1 - Insignificant    2 - Minor    3 - Moderate    4 - Major    5 - Critical  <b>Probability</b> 1 - Rare    2 - Unlikely    3 - Possible    4 - Likely    5 - Almost Certain			

## HEALTH AND SAFETY

The Corporate and Service Health and Safety Consultative arrangements ensure effective regular consultation between Service Management representatives and employees, providing a forum for the discussion of Service Health & Safety matters.

The key health and safety priorities for the service are to;

- Ensure the provision of a Health, Safety and Wellbeing Team that will provide competent, specialist health & safety advice to the Council in accordance with the Council's duties under the Management of Health and Safety at Work Regulations 1999.
- Inform the Chief Executive and Directors of developments in health & safety, highlighting good practice and areas for improvement.
- Provide health & safety monitoring information at a Strategic level to the Corporate Management Group and the Corporate Health, Safety & Wellbeing Consultative Committee.
- Develop and maintain the Health and Safety document framework which includes a Corporate Health & Safety Policy supported by topic specific Management Arrangements and Guidance to support managers and employees to fulfil their statutory health and safety duties.
- Support the development of Team Performance Monitoring Records which evidence the completion of risk assessments, safe systems of work and operational procedures and provide a tool to monitor and review progress in this regard.

## SERVICE IMPROVEMENT PLAN

Focus and Major Change 2016/17	Key Action & Lead Responsibility	Delivery Timescales	Comments on progress
Creation of conditions for investment and jobs	Develop the new Economic Development Strategy and Action Plan <i>(Head of Planning &amp; Development)</i>	31/12/16	The new Economic Development Strategy and Action Plan will have a positive impact on creating the right conditions for investment and jobs in Perth and Kinross. The strategy and action plan is at draft stage and scheduled to be presented to Enterprise and Infrastructure Committee in January 2017.
	Continue the Commercial Property Investment Programme (CPIP) <i>(Head of Planning &amp; Development)</i>	On-going	<p>The new access road and main site servicing works at Kinross West were completed in July 2014, with landscaping work completed in November 2014. Delays in securing agreement from Scottish Water pushed completion of the project into 2015/16. Active marketing of individual plots has commenced with two of the plots now under offer.</p> <p>Site servicing at Perth Food &amp; Drink Park was completed in August 2014 and junction improvements at Dunkeld Road were completed in April 2015. Negotiations with Scottish Water to acquire an additional 10 acres for long-term expansion were completed in January 2016. A landscaping contract has been recently awarded. Active marketing of individual plots has commenced with two plots under offer.</p> <p>A consultancy design and build contract for Perth Food &amp; Drink Park Small Business Units has been tendered and construction is estimated to start in Spring 2016.</p> <p>Aberuthven - The remaining undeveloped plot at the Business Park was considered to have potential for the development of business units. However, site marketing identified a purchaser and the plot was sold to a local business, allowing construction of a new showroom/business unit.</p> <p>Crieff – Plans have been prepared for a development of 5 new industrial units totalling 420 sqm at Crioch Business Centre. The existing suite of 8 units (built in 2000) is fully let and can now be sold on, with the capital receipt used to part fund the new development.</p> <p>Pitlochry – The Council was approached by a local consortium interested</p>

<p>in developing a major tourist attraction at Fonab Business Park. The group is developing their proposals with a view to determining the economic viability of the project no later than Summer 2016. In the meantime, and as planned, proposals will be taken forward for a development of a row of small business units for completion in 2017/18, should the tourism project not proceed.</p> <p>Some projects have been taken forward outwith the CPIP, such as the Premier Inn and Mill Quarter (Thimblerow) developments, with the Council benefitting from the uplift in value of the completed projects. Joint venture partnerships would also be considered by the Council. However, as yet, no formal joint venture arrangements have needed to be put in place to secure investment.</p> <p>Since 2013, 9.15 ha of serviced employment land has been provided by the Council to support business growth and attract inward investment, thereby contributing to Corporate and Community Plan key indicator targets. However, it is recognised that the pace of delivery has been slower than expected. This is explained by a weak demand by businesses for commercial and industrial land. This is due to continued economic uncertainty; difficulties experienced by the private sector in accessing capital to finance growth; and, in some cases identified physical constraints, such as drainage connections, at some sites. In the medium term, however, Perth and Kinross's economic competitiveness will be influenced by a good supply of serviced land and premises in a range of locations.</p> <p>The Strategic Policy and Resources Committee has agreed to continue with, and accelerate, the delivery of the programme and to enter into innovative funding agreements in 2016/17 and beyond (Report number 16/182 refers).</p>		<p>The Perth City Plan was approved by Council on 24 February (report number 16/71 refers).</p> <p>Work by the Perth City Development Board and Council has secured broad consensus on the strategic priorities for investment to support growth of the city over the longer term. The future vision for growth of the city, detail of key underpinning programmes and projects and place making guidance has been further developed through dialogue with businesses, agencies and endorsed by the public following further extensive consultation. The Council agreed to amendments to the 2015 plan arising from consultation with actions to be championed via agreed theme lead representatives of the Perth City Development Board. The development of projects associated with the identified big moves are initially led by the Council; use the plan to inform and support funding for key activities, infrastructure and projects and to promote the plan through ongoing communication of activity, actions</p>
		<p>31/3/21</p>
	<p>Support the delivery of the <a href="#">Perth City Plan</a> (<i>Head of Planning &amp; Development</i>)</p>	

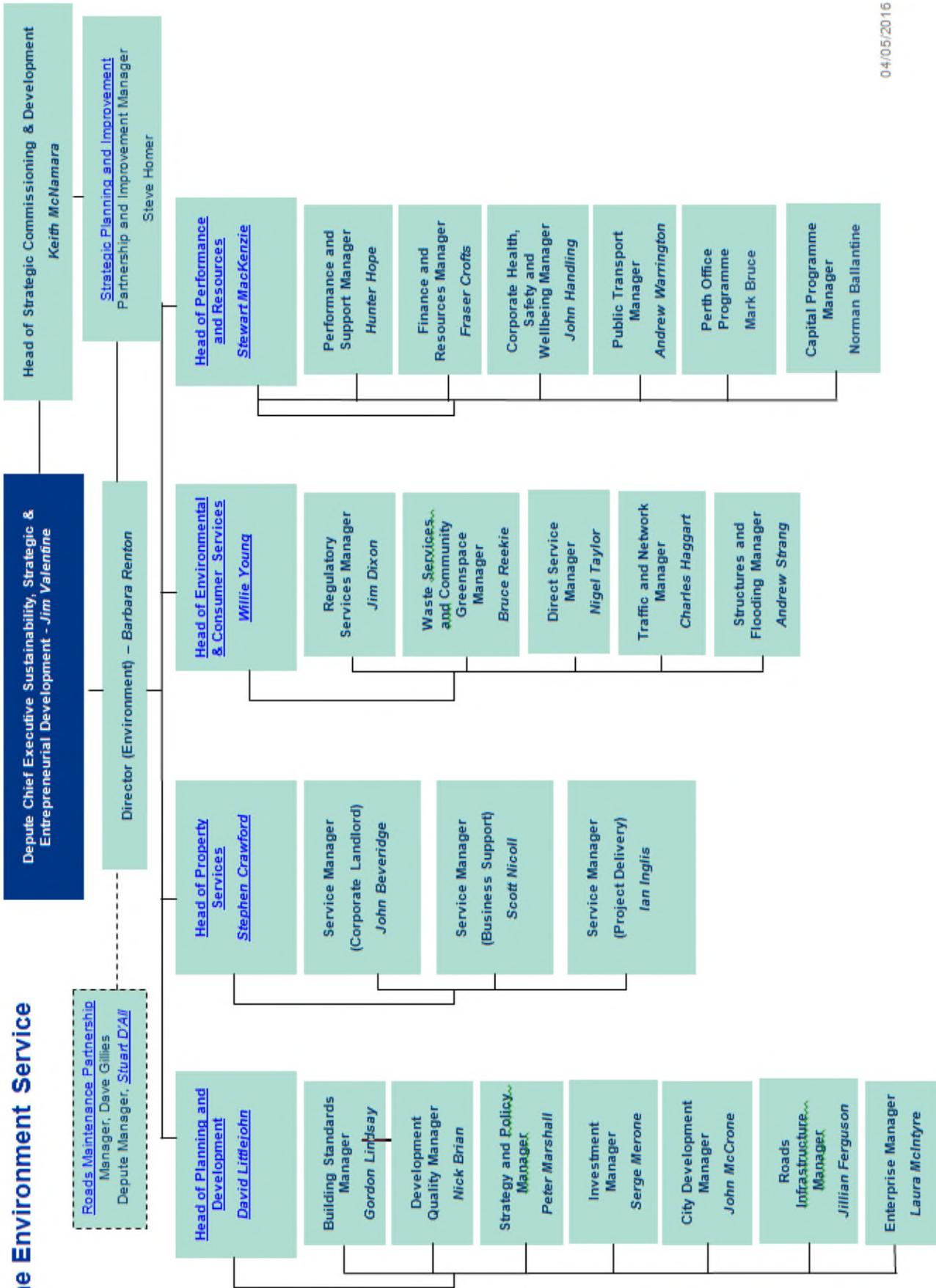
				and opportunities via Invest In Perth and other media channels. Linked work is ongoing in respect of the Tay Cities Deal.
Employment Opportunities for all	Deliver Targeted Recruitment Incentives and tackle inequalities in the labour market <i>(Head of Planning &amp; Development)</i>	On-going	41 young people were part funded by the Youth Employment Scotland Fund, 33 by the Scotland Employer Recruitment Incentive and 23 by the Council's Employer Recruitment Incentive in 2015/16.  10 places have been awarded through the Scotland Employer Recruitment Incentive, 44 through the Council's Employer Recruitment Incentive and 28 through the Wage Incentive for individuals with multiple barriers to employment this year.	
Ensure full engagement with members, employees, partners and service users to agree and deliver the priorities for the area;  Continue to recognise the contribution our staff and partners make on a daily basis to support our service delivery and make the changes we need to secure continuous improvement;	Improve satisfaction ratings in the annual employee survey. Continue to engage with staff through a changing public sector environment.  Continue to roll out the Council's Achieving and Maintaining Standards Procedure – Performance across the Service  Continue to improve our approach to workforce planning to ensure we have sufficient qualified employees.  <i>(All Senior Management Team)</i>	30/9/16	The annual employee survey was completed in September 2015 and the results shared with all employees. Managers have action plans in place to work together with employees to make sure everyone in the Service is able to give of their best and to have a high quality work life balance.  Four key areas highlighted by employees are being targeted for improvement over the next year.  All employees within the Service are aware of the Council's Achieving and Maintaining Standards Procedure and managers will work with employees using the procedure in a supportive way to help employees to give of their best.  All employees within the Service are aware of the changes which will affect them going forward through cascade from manager's briefings and the ERIC website. The Council's Learn Innovate Grow initiative affords all employees an opportunity to engage in responding to the challenges and encourages a shared, mutually supportive approach going forward.  We have worked hard to ensure that all teams understand the impact of service changes and budget reductions. We will continue to engage with employees about the future of the Service and reflect their commitment to deliver the best services possible within the resources available.	
Support, and fully involve, our employees in coping with the changes which will affect them, harnessing their willingness, commitment and knowledge in the process.				
Manage stakeholder	Continue to develop and	On-going		Stakeholders who need to be aware of changes in the level of service that the

expectations in relation to future levels of service.	communicate plans around key activities. <i>(All Senior Management Team)</i>		Service can provide are communicated with effectively. Examples from the recent budget round include proposals in respect of the North Inch Golf Course and the transformational review of recycling currently being rolled out across Perth and Kinross.
	Deliver community benefits from procurement. <i>(Head of Property)</i>	31/3/17	All new property contracts now include community benefit clauses.
	Implement the Smart Perth and Kinross Strategy and Action Plan <i>(Head of Planning &amp; Development)</i>	31/3/17	Perth City Development Board (PCDB) was formed to help support growth of the city and surrounding region with input from both the public and private sector. The Board has been working hard to develop a vision for the growth of the city and how that could be achieved through the public and private sector working together through a revised version of the Perth City Plan - Smart growth for Perth City: Perth City Plan 2015-2035. The Perth City Plan approved by Council on 24 February will form the route map for growth.
Access to Next Generation broadband	Ensure the hardest to reach communities have access to broadband. <i>(Head of Planning &amp; Development)</i>	On-going	<p>An alternative solution to the national roll-out will be required for between 5 and 10% of households, however, we do not yet know where these are due to a lack of information from British telecom.</p> <p>We will influence and deliver broadband to hard to reach communities by keeping a watching brief on the current roll-out by BT Open-reach and Community Broadband, by identifying and anticipating any gaps in provision post roll-out and then planning and developing interventions to plug the gaps.</p> <p>We have secured funding from the Scottish Government Public Wireless Scotland Programme to install Wi-Fi into five part time libraries and four mobile libraries reaching remote communities and three Community Centres in Fairfield (Perth), Rattray and Blairgowrie. This will open up these venues to programmes that deliver training in digital skills to excluded communities.</p> <p>We will engage with Community Broadband Scotland to increase their capacity to work with communities out of scope of the BT Open-reach scheme, identify areas of concern – i.e. those that may not have coverage in the future and ensure that concerned citizens are kept fully informed via the Council website.</p>
Attractive, welcoming environment	Help communities to be more resilient.	On-going	Significant adverse weather impacts have alerted communities to the benefits of developing and sustaining local community resilience plans. The Council has been keen to harness this interest and 2015/16 has seen an unprecedented increase in

	<i>(Head of Performance &amp; Resources)</i>			<p>the number of plans supported with 20 in place and a further 5 in the pipeline. It is hoped that this work will provide a blue print for exploring other areas where communities can work to be more resilient.</p>
	Progress the Tay Cities Deal <i>(Head of Planning &amp; Development)</i>	31/3/17		<p>An initial bid document was submitted by the 4 Council Leaders to the Scottish Government in early March, setting out our ambition to create a smarter, fairer region.</p> <p>The first formal meeting with Scottish Government officials was held on 24 March with agreement reached to work together to refine the 'offer' and 'asks'. 4 stakeholder engagement workshops have been held across the region, each focussing on the principles of the bid which is shaped around Inclusive Tay, Innovative Tay, International Tay and Connected Tay. Discussions are also taking place at a senior level about Empowered Tay which is an offer to Government to explore a new model for economic development delivery. Work is now progressing to narrow down and define the benefits and impacts of the current long list of potential investment projects.</p> <p>It is anticipated the Tay Cities Deal will be finalised by April 2017.</p>
	Support delivery of the Council's capital programme <i>(Head of Performance and Resources)</i>		On-going	<p>The Strategic Investment Group meets regularly to review progress with the capital programme and is supplied with up to date information with which to assess performance and instruct corrective action.</p>
	Develop robust property asset management planning <i>(Head of Property)</i>		On-going	<p>The Council's new Property Asset Management System, Concerto was implemented through 2015/16. The modules rolled out covered Property Site register; Helpdesk repairs; property works requests and scheduling; Condition Surveys and Compliance; Estates Management; Rental invoicing and the Property Finance interface with Integra.</p> <p>A Property Asset Management Plan will be developed in 2016/17 once we have reached agreement on the corporate strategy for managing property assets. Further modules due for roll out in 2016/17 are Year End Manager; Contractor Portal; Timesheet Recording and Project Management.</p>
Performance and Benchmarking	Continue to evaluate and understand performance and the impact of the changes to resource availability		On-going	<p>A wide range of performance information continues to be available across The Environment Service. This continues to show that the Service performs relatively effectively in all areas. This needs to be analysed and understood within the changing economic environment. Across the Service, levels of service delivery need to be clarified and then promoted with all stakeholders.</p>

	<p>(All SMT)</p> <p>Continue to use benchmarking as an improvement tool across the Service,</p> <p>(All SMT)</p>	On-going	<p>Benchmarking has been used effectively across parts of the Service for a number of years in areas such as Trading Standards, Roads and Building Standards. The Local Government Benchmarking Framework is also used as a tool to improve services through analysis and discussion with other Councils, either on an individual basis or as part of benchmarking groups.</p>
Customer focus and feedback	<p>Continue to improve our approach to customer interaction and our use of their feedback to further improve service delivery.</p> <p>(All SMT)</p>	On-going	<p>A range of mechanisms are used across the Service to get feedback on customers' views on the services we deliver. Going forward there will be a greater focus on using the information we receive to change the services we deliver</p>
Collaborative Working	<p>Deliver key collaborative opportunities</p> <p>(All SMT)</p>	On-going	<p>The Service has worked collaboratively for several years with other local authorities, particularly in relation to areas of work where we have difficulties in recruiting suitably qualified staff. This has included support from Angus, Dundee and Fife Councils, particularly in respect of all aspects of engineering. Further effective collaboration takes place in areas of mutual interest and reliance, for example in respect of civil contingency planning and response.</p> <p>The Strategic Policy and Resources Committee on 20 April 2016 approved a paper on collaborative working and Service staff will be involved in many of these areas over the course of the next few years.</p>

# The Environment Service



04/05/2016

## Performance Indicators where data is unavailable

## Appendix B

Indicator (Source)	Performance		
	13/14	14/15	15/16
Tourism generated revenues (£m) (Community Plan, Corporate Plan) <b>Enterprise and Infrastructure Committee</b>	465	527	Available Jul 2016
Assistance to businesses to trade out with Scotland as a proportion of total business stock (%) (Community Plan) <b>Enterprise and Infrastructure Committee</b>	1.1	Not Available	Not available
% of unemployed people assisted into work from Council operated / funded Employability Programmes. (SOLACE Benchmarking PI) <b>Enterprise and Infrastructure Committee</b>	15.22	20.94	Available Nov 2016
Net Cost of Waste Collection per Premise (£) (SOLACE Benchmarking PI) <b>Environment Committee</b>	71.41	68.96	Available Nov 2016
Net Cost of Waste Disposal per Premise (£) (SOLACE Benchmarking PI) <b>Environment Committee</b>	98.46	102.32	Available Nov 2016
Gross waste collection cost per premise (£) (SOLACE Benchmarking PI) <b>Environment Committee</b>	86.13	84.59	Available Nov 2016
Gross waste disposal cost per premise (£) (SOLACE Benchmarking PI) <b>Environment Committee</b>	116.66	119.30	Available Nov 2016
% of total Household Waste arising that is recycled (SOLACE Benchmarking PI) <b>Environment Committee</b>	53.98	56.5	Available Nov 2016
% of adults satisfied with refuse collection (SOLACE Benchmarking PI) <b>Environment Committee</b>	92	88	Available Sep 2016
Cost of parks and open spaces per 1,000 population (£) (SOLACE Benchmarking PI) <b>Environment Committee</b>	37,245	44,700	Available Nov 2016

Indicator (Source)	Performance		
	13/14	14/15	15/16
% of adults satisfied with parks and open spaces (SOLACE Benchmarking PI) <b>Environment Committee</b>	91	93	Available Sep 2016
Net cost of street cleaning per 1,000 population (£) (SOLACE Benchmarking PI) <b>Environment Committee</b>	16,791	16,600	Available Nov 2016
Overall cleanliness score % (SOLACE Benchmarking PI) <b>Environment Committee</b>	96	96	Available Dec 2016
% of adults satisfied with street cleaning (SOLACE Benchmarking PI) <b>Environment Committee</b>	82	80	Available Sep 2016
Cost of maintenance per kilometre of roads (£) (SOLACE Benchmarking PI) <b>Enterprise and Infrastructure Committee</b>	2,842	2,868	Available Nov 2016
Percentage of A class roads that should be considered for maintenance treatment (SOLACE Benchmarking PI) <b>Enterprise and Infrastructure Committee</b>	37.4	38.1	Available Nov 2016
Percentage of B class roads that should be considered for maintenance treatment (SOLACE Benchmarking PI) <b>Enterprise and Infrastructure Committee</b>	34.8	34.7	Available Nov 2016
Percentage of C class roads that should be considered for maintenance treatment (SOLACE Benchmarking PI) <b>Enterprise and Infrastructure Committee</b>	33.0	34.3	Available Nov 2016
Percentage of U Class roads that should be considered for maintenance treatment (SOLACE Benchmarking PI) <b>Enterprise and Infrastructure Committee</b>	36.23	34.7	Available Nov 2016
Cost of trading standards and environmental health per 1,000 population (£) (SOLACE Benchmarking PI) <b>Community Safety Committee/Environment Committee</b>	21,475	20,500	Available Nov 2016

Indicator (Source)	Performance		
	13/14	14/15	15/16
Cost of trading standards per 1000 population (SOLACE Benchmarking PI) <b>Community Safety Committee/Environment Committee</b>	3,891	3,627	Available Nov 2016
Cost of environmental health per 1000 population (SOLACE Benchmarking PI) <b>Community Safety Committee/Environment Committee</b>	17,583	16,900	Available Nov 2016

**PERTH AND KINROSS COUNCIL****Enterprise & Infrastructure Committee****1 June 2016****European Social Fund Employability Pipeline and  
Poverty & Social Inclusion Programmes – Update and Governance  
arrangements****Report by Director (Environment)**

The purpose of this report is to provide an update on the Employability Pipeline and Poverty & Social Inclusion Programmes (2014-2020) and recommends the continuation of the current governance arrangements.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 Through the European Social Fund operational programme (2014-2020), funding is available for the first time to all 32 local authorities to support the employability pipeline, as well as social inclusion and poverty activities. Perth & Kinross Council (PKC) as Lead Partner has been awarded grant funding of £1.8 million for an Employability Pipeline, and £0.4 million for Social Inclusion and Poverty, over a three year delivery period from 2015 to 2018. PKC and Partner organisations need to bring match funding of 60% of total eligible project costs as ESF will only provide 40%. ESF beneficiaries must have at least two barriers to employment. PKC acts as the Lead Partner on behalf of Perth and Kinross Community Planning Partnership (CPP).
- 1.2 Strategic interventions, for the period (2015-2018), had to be submitted by 2 July 2015 and were approved by the Scottish Government in February 2016. Subsequently, applications for three specific operations have been submitted under each Strategic Intervention with a decision expected by end of May 2016. These are:
- Programme Management Office
  - Employability Pipeline
  - Poverty & Social Inclusion Pipeline.
- 1.3 All activities either delivered directly by the Council or by third party organisations, also called delivery agents, are planned to start by 1 June 2016. Activities to be delivered by third party organisations have been selected through a Challenge Fund which was launched in April 2016.

**2. PROPOSAL**

- 2.1 Governance arrangements have been worked up during the development phase, The Perth & Kinross Employability Project Board forms the governance structure and processes to ensure the effective management of the Funds, and that activity to distribute and invest EU funding is in accordance with EU

law. The first Project Board meeting was held on 22 June 2015. The Project Board will meet on a quarterly basis and agree thematic objectives, priorities, target groups based on capacity & capability and approve ESF proposed allocations to form the basis of the 'Social Inclusion & Poverty', and 'Employability Pipeline' Operations. It is proposed to continue with the same arrangements for the delivery phase of the 2014-2020 programme from 1 October to 31 December 2018 and up to December 2020 should an extension for funding be awarded.

### **Project Board**

- 2.2 A Project Board has been formed to govern the Strategic Interventions being delivered through operations. This is to ensure that the benefits for both programmes are realised. The Board is responsible for the overall efficient and effective implementation. As such, it fulfils many of the functions relating to the Strategic Intervention management and monitoring, financial management and controls, as well as the selection of activities for funding.
- 2.3 The Project Board members have been drawn down from the 'Economy and Lifelong Learning' Outcome Delivery Group (ODG) and have an in-depth experience of employability activities from both a provider and a beneficiary point of view. For instance, from the provider side, Job Centre Plus, Perth College UHI, Skills Development Scotland and Perth & Kinross Council are represented and are the main public agencies delivering employability services in the area. In addition, Perth & Kinross Association of Voluntary Services is the umbrella organisation of voluntary sector organisations which also deliver a range of employability services. From the beneficiary side, NHS Tayside and Perth & Kinross Council (Education and Adult Care) are regularly referring beneficiaries to employability services and have developed a sound knowledge of their needs and barriers. The Project Board has also experience in project management and Governance. For example, The Head of Planning and Development (PKC Environment) chairs the Board and acts as Senior Responsible Owner. In addition, and with the Investment Manager (PKC Environment) will bring economic development experience including employability and skills in strategic and project management.
- 2.4 The Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) acts as the Executive Sponsor for both programmes.

### **Programme Management Office**

- 2.5 A small Project Team known as 'Programme Management Office' (PMO) has been created. This includes an ESF Programme Officer acting as Project Manager, along with an ESF Administrative Assistant and an ESF Finance/Claims Assistant as project support. In addition, the PMO will be able to access procurement, legal and financial advice through PKC specialist advisers.

- 2.6 The role of the PMO is to ensure that the Strategic Interventions and operations produce the required outputs within the specific tolerances of time, cost, quality, scope, risk, as well as achieving results agreed by the Project Board. It will be particularly important to ensure financial and legal compliance to meet Scottish Government's and EU requirements. All Member States in receipt of European Structural and Investment Funds (ESIF) must adhere to European Commission Regulations 1303/2013 (2014-2020 programmes) which set out the requirements for managing, distributing, monitoring and evaluating the Funds.
- 2.7 The Project Manager is responsible for the delivery of the ESF. This includes engaging with delivery agents on milestones and outputs, managing communication and liaising with the Scottish Government as Managing Authority and other agencies. The Project Manager also establishes and manages controls, supports the Project Board, is responsible for monitoring horizontal themes and for financial and compliance monitoring.
- 2.8 The Project Support's prime responsibility is to set-up and maintain project files, establish document control procedures, collect actual data and forecast, update plans, administer quality review process, administer Project Board meetings, assist in compilation of report, maintain records, assist in the financial and claiming monitoring and reporting, as well as ensuring compliance with agreed standards.
- 2.9 A Management Information System (MIS) has been commissioned to meet support reporting requirements. The system will meet UK Data protection guidelines, with appropriate security settings, have a simple, user-friendly interface including an easily accessible user help facility and user forum, back up data at regular intervals with an appropriate data recovery mechanism and interact with the European Structural Funds IT System (EUMIS) being developed by the Scottish Government. It will also allow the PMO staff to record, track and control all changes that occur during a beneficiary's journey through the pipeline, record and monitor financial assistance allocated to individual beneficiaries and generate standard/customised reports in accessible formats (Word, Excel etc). In addition, it will provide a contract management system to facilitate full and effective engagement with delivery agents (internal or external), enable accountability of financial assistance allocated to agents to monitor spend, report on shared outcomes across programmes. It will have a robust reporting mechanism that will allow users to produce a range of standard reports, and customise their own reports, provide a variety of different output formats and enable performance monitoring to be conducted.

### **Delivery Agents**

- 2.10 Activities or operations are undertaken by delivery agents either internal to PKC or external. Activities have been prioritised by the Project Board. Internal and external delivery agents have also been selected by the Project Board, either through direct applications for internal agents or through a Challenge Fund for external agents.

- 2.11 When an activity has been selected, an agreement has been signed between PMO and delivery agent including financial management, payments and audit regimes. The Project Manager and Project Support are responsible for monitoring the agreement and the delivery agent's financial compliance.

### **Performance Reporting**

- 2.12 The Project Manager reports to the Project Board at least on a quarterly basis.
- 2.13 The Project Board meets on a quarterly basis to assess performance and agree any corrective actions.
- 2.14 The Project Board has agreed priority target groups as follows:

### **Target Groups Employability Pipeline**

#### **Adult**

- People aged over 25 claiming ESA in the work related activity group for more than 1 year
- Long term unemployed (claimant count) and short-term unemployed people who face multiple barriers and are most at risk of becoming long-term unemployed, particularly those aged 50-64.
- Skills gaps in key growth industries for Perth and Kinross.
- Small areas of deprivation in Perth and Blairgowrie

#### **Young People**

- School leavers most at risk of failing to achieve a positive destination are:
  - a) those who are statutory summer or winter leavers and
  - b) those from schools outwith Perth.
- Skills gaps in key growth industries for Perth and Kinross
- Small areas of deprivation in Perth and Blairgowrie.

#### **Health**

- Intervention for those with severe barriers including mental health issues.

## **Target Group Social Inclusion/Poverty**

- Workless, lone parent or low income households in 5 Ward areas – Strathmore, Highland, Blairgowrie and the Glens, Perth City Centre and Perth City North.

2.15 The Project Board will report performance to the 'Economy and Lifelong Learning' Outcome Delivery Group (ODG) on a six monthly basis. This will be focused on the delivery of outcomes agreed as part of the Community Plan and Single Outcome Agreement, particularly the following two strategic objectives, local outcomes and performance indicators:

- Developing educated, responsible and informed citizens: - People are ready for life and work
- increase percentage of school leavers moving onto positive and sustained destinations
- increase proportion of adults 16-64 with qualifications above SCQF level 4
- Promoting a prosperous, inclusive and sustainable economy. Employment opportunities for all
  - reduce working age population unemployed
  - increase number of unemployed people participating in employability and skills programmes
  - increase number of unemployed people assisted into work annually as a result of Council funded employability and skills programmes
  - narrow the gap between unemployment levels in the best and worst data wards across Perth and Kinross

2.16 An annual report on performance and progress will be submitted to the Community Planning Partnership and Perth & Kinross Council. The programmes will be audited by PKC internal auditors on an annual basis.

2.17 A diagram detailing governance arrangements is attached in Appendix 1.

## **3. CONCLUSION AND RECOMMENDATIONS**

3.1 The ESF Employability Pipeline and Social Inclusion/Poverty Programmes aim to help people facing multiple barriers to access support, training and jobs. Specific governance arrangements have been developed to ensure that programmes are efficiently and effectively delivered.

3.2 It is recommended that the Enterprise and Infrastructure Committee:

- (i) agrees the continuation of the current governance arrangements as detailed in the report; and
- (ii) notes the progress of both Programmes.

**Author**

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**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Barbara Renton	Director (Environment)	2 May 2016

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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>No</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>Yes</b>
Risk	<b>Yes</b>
<b>Consultation</b>	
Internal	<b>Yes</b>
External	<b>None</b>
<b>Communication</b>	
Communications Plan	<b>Yes</b>

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The Community Plan/Single Outcome Agreement 2013 – 2023 lays out five outcomes 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
  - (v) Creating a safe and sustainable place for future generations
- 1.2 This report relates to objective (ii) by helping people to be ready for life and work and objective (iii) by providing employment opportunities for all.

## Corporate Plan

- 1.3 The Council's Corporate Plan 2013 – 2018 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.
- 1.4 This report relates to objective (ii) by helping people to be ready for life and work and objective (iii) by providing employment opportunities for all.

## **2. Resource Implications**

### Financial

- 2.1 There are no direct financial implications at this point as a result of this report.

### Workforce

- 2.2 A new Project Team known as 'Programme Management Office' (PMO) has been created. This includes an ESF Programme Officer acting as Project Manager, along with an ESF Administrative Assistant and an ESF Finance/Claims Assistant as project support. In addition, the PMO will be able to access procurement, legal and financial advice through PKC specialist advisers.

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

- 2.3 There is no implication from 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 information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as relevant and the following positive outcomes expected following implementation: The main equality groups would be age and disability and the programmes will provide better access to services and employment for young people, older people and people with mental health issues. There will be an explicit need for delivery agents to commit to these positive outcomes and to ensure that the way that they design, present, market and locate employability services, and the day to day behaviour and approach of their staff, ensures equal access and support for all clients.

#### 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 information contained within this report has been considered under the Act. 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.
- 3.6 The information contained within this report has been considered under the Act. The activities in this report will contribute towards sustainable economic development and social inclusion in Perth and Kinross.

#### Legal and Governance

- 3.7 The Head of Legal and Governance has been consulted on these proposals. The consideration of the report is in line with the Council's Scheme of Administration and specifically the role of the Enterprise and Infrastructure Committee in developing measures to support and promote economic activity. Agreement between the Scottish Government as Managing Authority and the Council as Lead Partner and between the Council and Delivery Agents will constitute legal contracts which will be agreed with Legal Services.

## Risk

- 3.8 There are two key risks associated with the programmes.
- (i) Risks associated with not achieving agreed performance. This risk will be managed by PMO through contracts and pro-active engagement with delivery agents.
  - (ii) Risks associated with no financial and legal compliance. This risk will be managed by PMO through contracts, MIS and pro-active engagement with delivery agents.

## **4. Consultation**

### Internal

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

## **5. Communication**

- 5.1 The projects will be promoted as part of the Tay Eco-Valley Initiative through Invest in Perth and opportunities explored to highlight key stages through local and national media. A communication and engagement plan will be developed for beneficiaries, such as tenants.

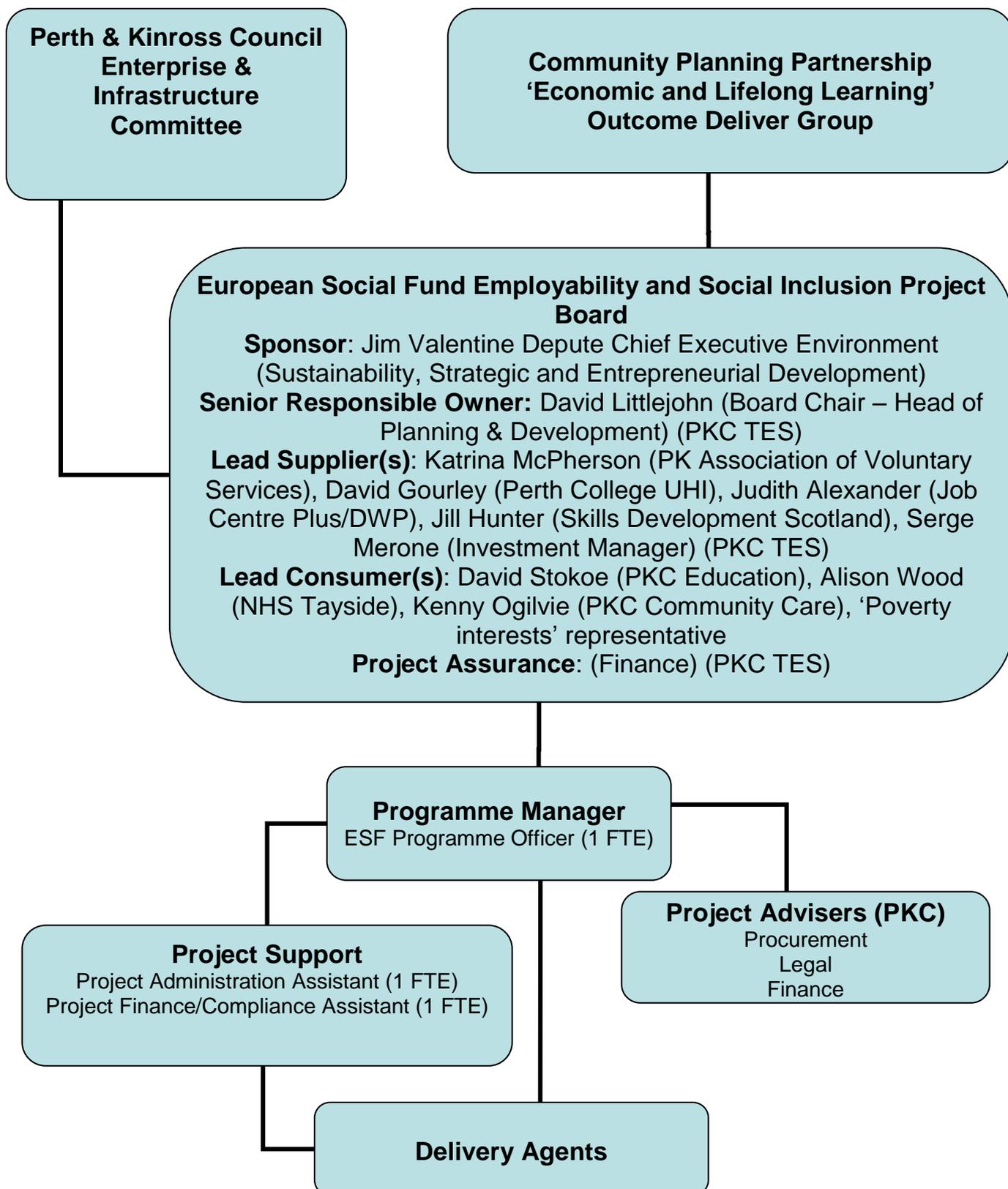
## **2. BACKGROUND PAPERS**

- 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 Perth and Kinross ESF Employability Pipeline and Social Inclusion/Poverty proposed governance arrangements diagram.

Perth and Kinross ESF Employability Pipeline and Social Inclusion/Poverty proposed governance arrangements diagram





**PERTH & KINROSS COUNCIL****ENTERPRISE & INFRASTRUCTURE COMMITTEE****1 June 2016****Cycling, Walking and Safer Streets (CWSS) Projects 2016/17****Report by Director (Environment)**

This report details the Cycling, Walking and Safer Streets (CWSS) projects implemented in 2015/16 (approved by Committee on 3 June 2015). It also seeks Committee approval for a list of Cycling, Walking and Safer Streets projects for 2016/17 and for potential schemes in 2017/18.

**1. BACKGROUND**

- 1.1 In 2015/16, 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 £223,000 for Cycling, Walking and Safer Street projects.
- 1.2 In 2016/17, the Scottish Ministers, in exercise of the same powers, have offered Perth and Kinross Council a capital grant for CWSS projects of up to £164,000. 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 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 2015/16**

- 1.4 At its meeting on 3 June 2015 (Report No. 15/230 refers), the Committee approved a list of works to be funded from the Council's Capital Grant of £223,000 for CWSS projects. Some of the funding was also matched by Sustrans as part of their Community Links Programme (£172,000). In addition Tactran part funded a scheme at Janet Forbes Avenue, Longforan (£14,500).
- 1.5 Additional funding was received from Education & Children's Services and Sustrans for a footway link through the Errol Primary School Campus as part of the Errol Primary School upgrade and extension. Details of the schemes and how the funding was spent are listed in Appendix 1.
- 1.6 Two of the schemes originally proposed for 2015/16 were not implemented. The footway link at Candlehouse Lane in Coupar Angus did not proceed due to the possibility of obtaining planning gain through a Planning Application that is currently being discussed with the developer.

- 1.7 One of the schemes, at Main Street in Bridge of Earn was delayed due to drainage issues and only started in March 2016. This project was completed in May 2016.
- 1.8 Ardblair Trail Phase 6 was delayed due to land ownership issues. As a result, the Sustrans contribution for Phases 6 and 8 was all directed towards the completion of Phase 8 within the 2015/16 financial year. The match funding from Perth & Kinross Council for the two projects will now be directed towards Phase 6 during 2016/17.
- 1.9 In total, £409,500 of works was funded in 2015/16 from CWSS, Sustrans and other grant funding. As approximately 90% of the 2015/16 grant funding was spent on cycling works, the terms and conditions of the grant were met.

## **PROPOSALS**

### **Cycling, Walking and Safer Streets Proposed Programme 2016/17**

- 2.1 In accordance with the terms and conditions of the Grant, the schemes which have been identified for implementation in 2016/17 are listed at Appendix 2. Potential schemes for 2017/18 are outlined in Appendix 3. The associated plans are shown in Appendix 4.
- 2.2 In Appendix 2, schemes 1, 2, 3, 4, 5, 6 and 7 for 2016/17 have been identified through working with the local communities, schools and elected members. The proposals at 8, 9 and 10 were identified as improvements and extensions to existing cycle routes and cycle links.
- 2.3 An application to Sustrans and Tactran for match funding has not yet submitted this year. However, now that schemes have been identified and costs estimated, a submission could be submitted during the financial year should Sustrans or Tactran invite further applications, which has occurred in previous years. This will be fundamental to meeting the target of the Cycle Action Plan for Scotland, as it provides funding for the creation of cycling network infrastructure.
- 2.4 All schemes will be implemented within the current financial year with design briefs currently allocated and some works provisionally programmed.

### **Cycling, Walking and Safer Streets Proposed Programme 2017/18**

- 2.5 In Appendix 3, schemes 1, 2, 3, 4 and 5 have been identified through working with the local communities, schools and elected members. The proposals at 6 and 7 were identified as improvements and extensions to existing cycle routes, cycle links and pedestrian links. These projects are intended to be carried out in 2017/18.

2.6 In line with the terms and conditions of the Grant in relation to spend on cycle related projects, for 2016/17 it is proposed to implement a number of cycle projects. This amounts to approximately 55% of the Grant funding. The Council will therefore meet the requirements on spend on cycle related projects.

### 3. CONCLUSIONS AND RECOMMENDATIONS

3.1 This report provides an update on the projects implemented from the Scottish Government ring-fenced Grant for Cycling, Walking and Safer Streets in 2015/16. It details the schemes which it is proposed to fund from the Grant in 2016/17 as well as potential schemes for 2017/18.

3.2 This report also details schemes where applications for match funding from the Sustrans Community Links Programme 2016/17 will be made when Sustrans are receiving applications.

3.3 It is recommended that the Committee:

- (i) Notes the schemes implemented from the Cycling, Walking and Safer Streets Grant Funding in 2015/16 as detailed at Appendix 1.
- (ii) Approves the list of works for Cycling, Walking and Safer Streets projects for the financial year 2016/17 as detailed in Appendix 2.
- (iii) Notes the proposed projects to be progressed in 2016/17 and carried out in 2017/18.

#### Author

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#### Approved

Name	Designation	Date
Barbara Renton	Director (Environment)	27 April 2016

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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 2013-2018 outlines the same five objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and shape resource allocation. It is considered that the actions contained in

the report contribute to the objectives as outlined in paragraph 1.2 above. These objectives are met by implementing schemes which promote road safety.

## 2. Resource Implications

### Financial

### Capital

- 2.1 The Scottish Government has made available an additional Capital Grant of £164,000 to the Council for CWSS projects for 2016/17. The list of works recommended in this report will fully utilise this finance. Additional grant funding from Sustrans may be available later in the financial year and if so it would be intended to submit a bid for funding at that point.

### Revenue

- 2.2 It is estimated that the Revenue 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:
- i) Assessed as **relevant** and no actions are required to be taken to reduce or remove negative impacts:
  - ii) Assessed as **relevant** and the following positive outcomes 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 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 Democratic Services, 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 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. 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)

## **3. APPENDICES**

Appendix 1 - Cycling, Walking and Safer Streets Projects 2015/16.  
Appendix 2 - Cycling, Walking and Safer Streets (CWSS) Projects 2016/17.  
Appendix 3 - Cycling, Walking and Safer Streets (CWSS) Projects 2017/18.  
Appendix 4 - Plans 1-19.



## Cycling, Walking and Safer Streets Projects 2015/16

Traffic Calming / Community Schemes			
1	<b>Janet Forbes Avenue, Longforgan</b>	CWSS £11,500.00 Tactran £11,500.00	G
	Provision of 2.5m wide footway along Janet Forbes Avenue to link Kingswell Road with Mary Findlay Drive. Continuation of 2014/15 project.		
2	<b>Burnside Road, Coupar Angus</b>	CWSS £7,000.00	G
	Provision of 2.0m wide footway link connecting two sections of existing footway and link to signalised crossing facility at Dundee Road junction.		
Safer Routes to Schools			
3	<b>Errol Park, Errol Phase 2</b>	CWSS £2,000.00	G
	Completion of 2014/15 project to provide 2.5m wide shared use path through Errol Park to provide link for cyclists and pedestrians to Errol Primary School.		
4	<b>Main Street, Bridge of Earn</b>	CWSS £1,000.00	A
	Provision of build-out opposite Manse Road junction to facilitate School Crossing Patroller site. Project continued into 2016/17.		
5	<b>Wallace Court, Perth</b>	CWSS £9,000.00	G
	Provision of 2.0m wide footway for pedestrians from Wallace Court to Letham Road to link to Letham Primary School.		
Cycle Schemes			
6	<b>Edinburgh Road, Bridge of Earn</b>	CWSS £22,000.00	G
	Completion of 2014/15 project to provide 1.0m strip widening of existing footway from Heughfield Road to Wicks O' Baigle Road to create shared use path for cyclists and pedestrians and to provide link to Dunbarney Primary School.		
7	<b>Dunkeld Road, Perth Phase 4</b>	CWSS £37,000.00	G
	Completion of 2014/15 project to widen and surface further section of footway along Dunkeld Road for cyclists and pedestrians.		

<b>G</b>	Green – Works completed in 2015/16
<b>A</b>	Amber - Works delayed and not completed in 2015/16
<b>R</b>	Red – Works did not proceed in 2015/16

<b>Schemes match funded by Sustrans (all cycle related)</b>			
8	<b>Ruthvenfield Primary School, Perth</b>	CWSS £16,500.00 Sustrans £16,500.00	G
	Provision of 2.5m shared use path for cyclists and pedestrians from Huntingtower to connect to existing path to provide link with Ruthvenfield Primary School.		
9	<b>RDM Primary School, Scone</b>	CWSS £15,000.00 Sustrans £15,000.00	G
	Provision of 2.5m shared use path from Spoutwells Drive to rear of school, in consultation with ECS, for cyclists and pedestrians providing access to the school from the north of Scone village.		
10	<b>Marshall Trail, Luncarty Phase 1</b>	CWSS £16,000.00 Sustrans £16,000.00	G
	1.0m strip widening of footway to create shared use path for cyclists and pedestrians from Marshall Road south to Marshall Way to provide link to Luncarty Primary School.		
11	<b>Marshall Trail, Luncarty Phase 2</b>	CWSS £16,000.00 Sustrans £16,000.00	G
	Provision of 2.5m shared use path from Marshall Road east to Marshall Way for cyclists and pedestrians to provide link to Luncarty Primary School.		
12	<b>Marshall Trail, Luncarty Phase 3</b>	CWSS £10,500.00 Sustrans £10,500.00	G
	1.0m strip widening of existing footway to create shared use path from Marshall Road north to Marshall Way for cyclists and pedestrians to provide link to Luncarty Primary School.		
13	<b>Ardblair Trail, Blairgowrie Phase 5</b>	CWSS £10,500.00 Sustrans £10,500.00	G
	Widening and surfacing of further section of Ardblair Trail for cyclists and pedestrians between Poplar Avenue and Elm Drive. Project deferred from 2014/15 due to land issues.		
14	<b>Ardblair Trail, Blairgowrie Phase 8</b>	Sustrans £75,000.00	G
	Provision of 2.5m shared use path for cyclists and pedestrians Gean Grove through Walnut Grove to Willow Place as continuation of Ardblair Trail.		
15	<b>Errol Park, Errol Phase 3</b>	ECS £14,000.00 Sustrans £14,000.00	G
	Provision of 2.5m shared use path for cyclists and pedestrians from Station Road to Errol Park through Errol PS campus as part of the Errol PS upgrade and extension. Match-funding of £14K from Education & Children's Service.		
16	<b>Dunkeld Road, Perth Phase 5</b>	CWSS £19,500.00 Sustrans £19,500.00	G
	Widening and surfacing of a further section of footway for cyclists and pedestrians along Dunkeld Road from Bute Drive north towards railway bridge and existing cycle path link at Auld Bond Road.		
17	<b>Smarter Choices Smarter Places</b>	SCSP £7,000.00	R
	Traffic surveys at selected sites for assessment and monitoring of potential 20mph speed limits and School Exclusion Zones.		

	Engineering Administration	CWSS £16,000.00
	<b>TOTAL</b>	<b>CWSS £209,500.00</b> <b>Sustrans £183,000.00</b> <b>Tactran £11,500.00</b> <b>ECS £14,000.00</b> <b>SCSP £7,000.00</b>



## APPENDIX 2

### Cycling, Walking and Safer Streets (CWSS) Projects 2016/17

Traffic Calming / Community Schemes		
1	<b>Perth Street/Reform Street, Blairgowrie</b>	CWSS £12,000.00
	Provision of flat-topped ramp across junction to reduce vehicle speeds and encourage compliance with Zebra crossing. See Plan No 1	
2	<b>Airlie Street, Alyth</b>	CWSS £2,000.00
	Provision of build-out at Mart Street junction to reduce vehicle speeds on Airlie Street and improve visibility from Main Street. See Plan No 2	
3	<b>City Centre, Perth</b>	CWSS £10,000.00
	Provision of corduroy tactile paving and other minor measures to improve the city centre for pedestrians with visual and mobility impairment. See Plan No 3	

Safer Routes to Schools		
4	<b>Gowan's Terrace, Perth</b>	CWSS £12,000.00
	Provision of alternative access to North Inch Campus car park to relieve congestion at Gowan's Terrace/The Rookery junction. See Plan No 4	
5	<b>South Street, Milnathort</b>	CWSS £8,000.00
	Provision of build-out and relocation of Belisha beacon on east side of South Street to facilitate pedestrians using Zebra crossing. See Plan No 5	
6	<b>Main Street, Bridge of Earn</b>	CWSS £11,000.00
	Provision of build-out opposite Manse Road junction to facilitate School Crossing Patroller site. Completion of 2015/16 project. See Plan No 6	
7	<b>George Street/Union Street, Coupar Angus</b>	CWSS £6,000.00
	Provision of speed cushions approaching Zebra crossing at The Cross to reduce vehicle speeds and encourage compliance of the crossing by drivers. See Plan No 7	
8	<b>Kingswell Road, Longforgan</b>	CWSS £8,000.00
	Provision of 2.5m wide footway on Kingswell Road to link Janet Forbes Avenue with Mary Findlay Drive. Continuation of 2015/16 project. See Plan No 8	

<b>Cycle Schemes</b>		
9	<b>Lawgrove Place, Inveralmond</b>	CWSS £2,000.00
	Provision of 2.5m wide shared use path for cyclists and pedestrians from Lawgrove Place to River Almond cycle path. See Plan No 9. It is proposed to make an application for match funding from Sustrans during the year for this project.	
10	<b>Ruthvenfield Place, Inveralmond</b>	CWSS £2,000.00
	Provision of 2.5m wide shared use path for cyclists and pedestrians from Ruthvenfield Place to River Almond cycle path. See Plan No 10. It is proposed to make an application for match funding from Sustrans during the year for this project.	

<b>Schemes previously match funded by Sustrans in 2015/16</b>		
10	<b>Ardblair Trail, Blairgowrie Phase 6</b>	CWSS £75,000.00
	Provision of 2.5m shared use path for cyclists and pedestrians from Elm Drive to Woodlands Road as continuation of Ardblair Trail. Project deferred from 2015/16 due to land issues. See Plan No 11	

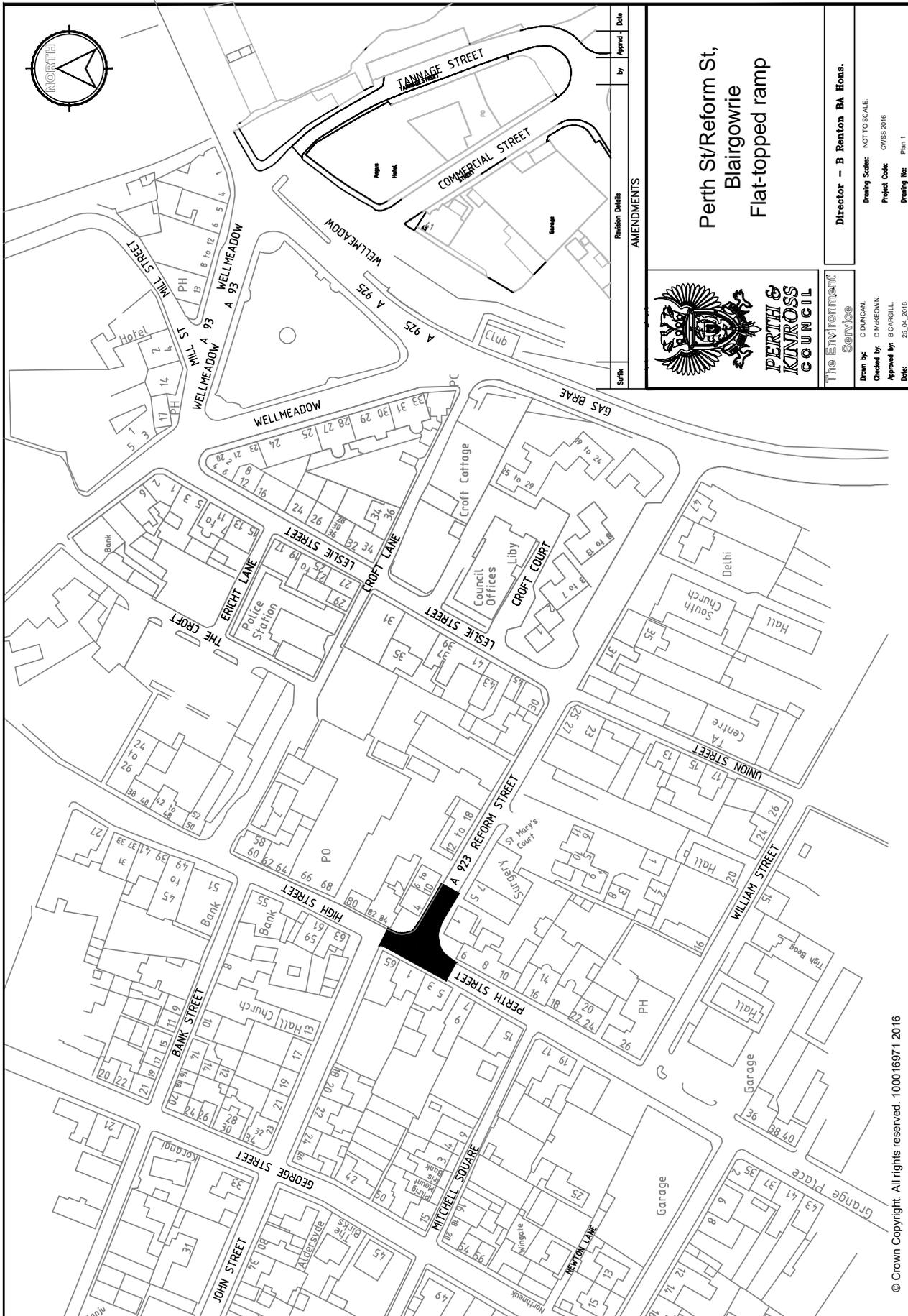
	Engineering Administration	£16,000.00
	<b>CWSS</b>	<b>£148,000.00</b>
	<b>TOTAL</b>	<b>£164,000.00</b>

## Cycling, Walking and Safer Streets (CWSS) Projects 2017/18

Potential schemes for 2016/17		
1	<b>Moncur Road, Inchtute</b>	CWSS £30,000.00
	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. See Plan No 12	
2	<b>Pittenzie Road, Crieff</b>	CWSS £20,000.00
	Provision of 2.0m wide footway link along east side of Pittenzie Road from Kincardine Road to Hebridean Gardens. Land issues being investigated. See Plan No 13	
3	<b>Broich Terrace, Crieff</b>	CWSS £25,000.00
	Provision of 2.0m wide footpath link from Pittenzie Road along north side of Broich Terrace. Land issues being investigated. See Plan No 14	
4	<b>Ardblair Trail, Blairgowrie, Phase 9</b>	CWSS £25,000.00
	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. See Plan No 15	
5	<b>Main Road, Woodside</b>	CWSS £15,000.00
	Provision of 2.0m wide footway link from Campmuir Road junction to bus stop to facilitate pedestrians. See Plan No 16	
6	<b>Main Street, Forgandenny</b>	CWSS £5,000.00
	Provision of footway link from Kinnaird Road to bus stop to facilitate pedestrians. See Plan No 17	
7	<b>Pitkeathly, Bridge of Earn</b>	CWSS £5,000.00
	Provision of footway link from Craigrownie to Quarry Hall path to facilitate pedestrians. See Plan No 18	
18	<b>King Street/Commissioner Street, Crieff</b>	CWSS £18,000.00
	Provision of build-out around King Street/Commissioner Street junction to facilitate School Crossing Patroller site. See Plan No 19	
	Engineering Administration	CWSS £16,000.00
	<b>TOTAL</b>	<b>£159,000.00</b>



# Appendix 4 Plan 1



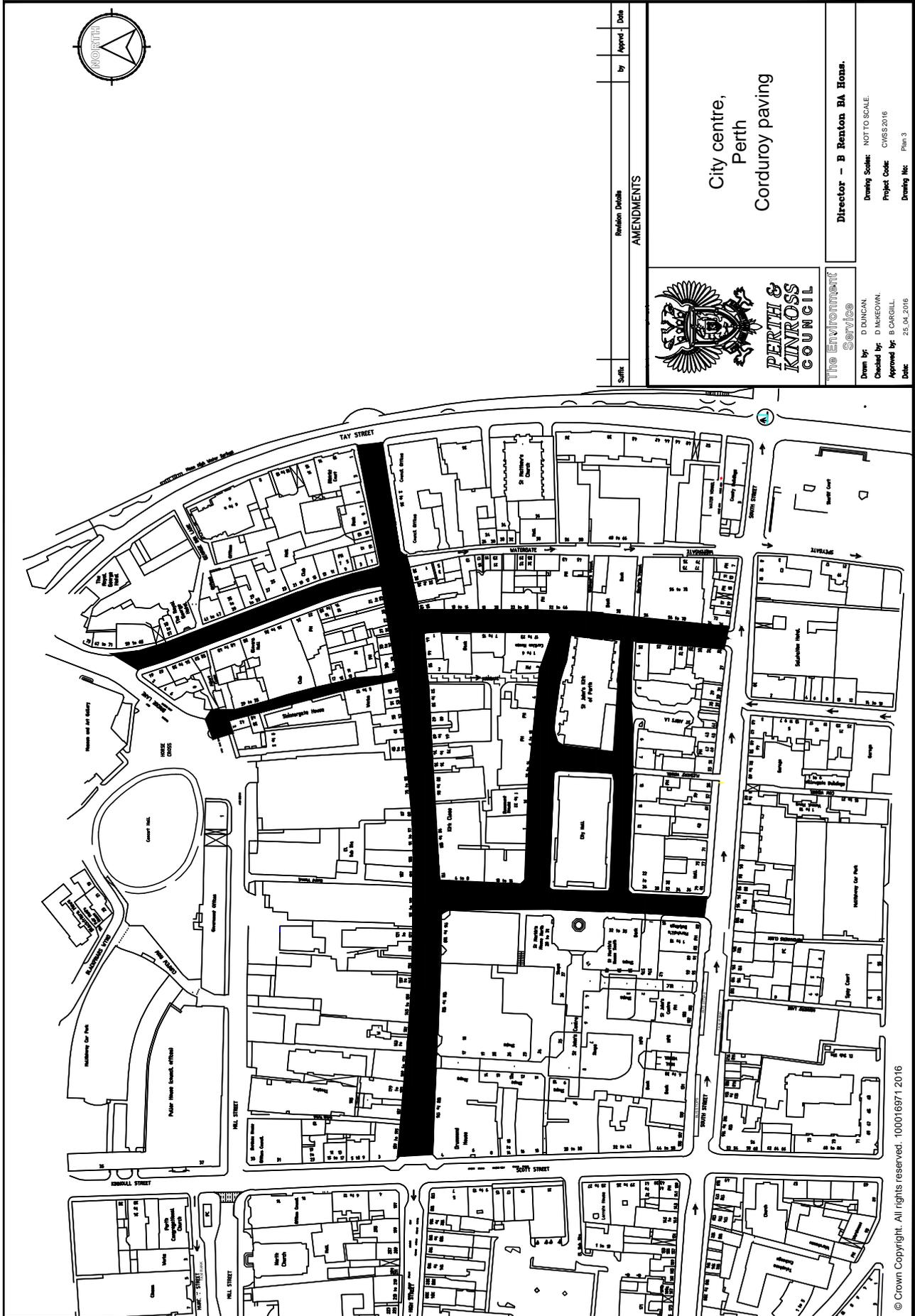
<p>Perth St/Reform St, Blairgowrie Flat-topped ramp</p>	<p>Director - <b>B Renton BA Hon.</b></p>
<p><b>PERTH &amp; KINROSS COUNCIL</b></p> <p>The Environment Service</p>	<p>Drawn by: D DUNCAN Checked by: D MURDOCH Approved by: B CARGILL Date: 25.04.2016</p> <p>Project Code: CVSS 2016 Drawing No: Plan 1</p>
<p>AMENDMENTS</p> <p>Revision Details</p> <p>by</p> <p>Approved Date</p>	

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# Appendix 4 Plan 2



# Appendix 4 Plan 3

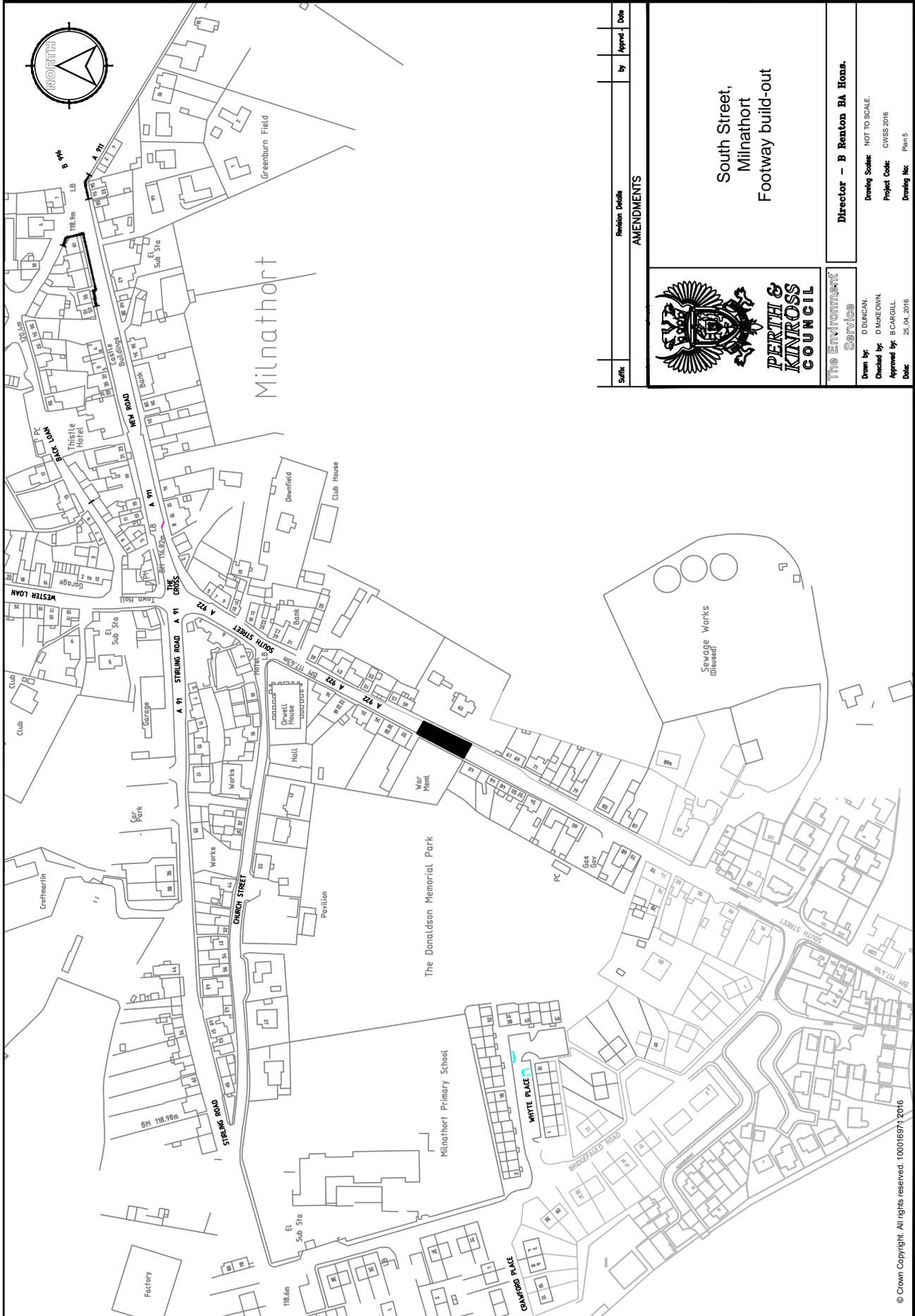


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by	Approved	Date					
<p>AMENDMENTS</p>							
<p>City centre, Perth Corduroy paving</p>							
<p>Director - B Renon BA Hons.</p>							
<p>Drawn by: D DUNCAN Checked by: D ARKHOVA Approved by: B CASGILL Date: 23.04.2016</p>							
<p>Project Code: CVSS 2016 Drawing No: Plan 3</p>							
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# Appendix 4 Plan 4

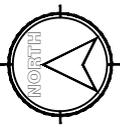
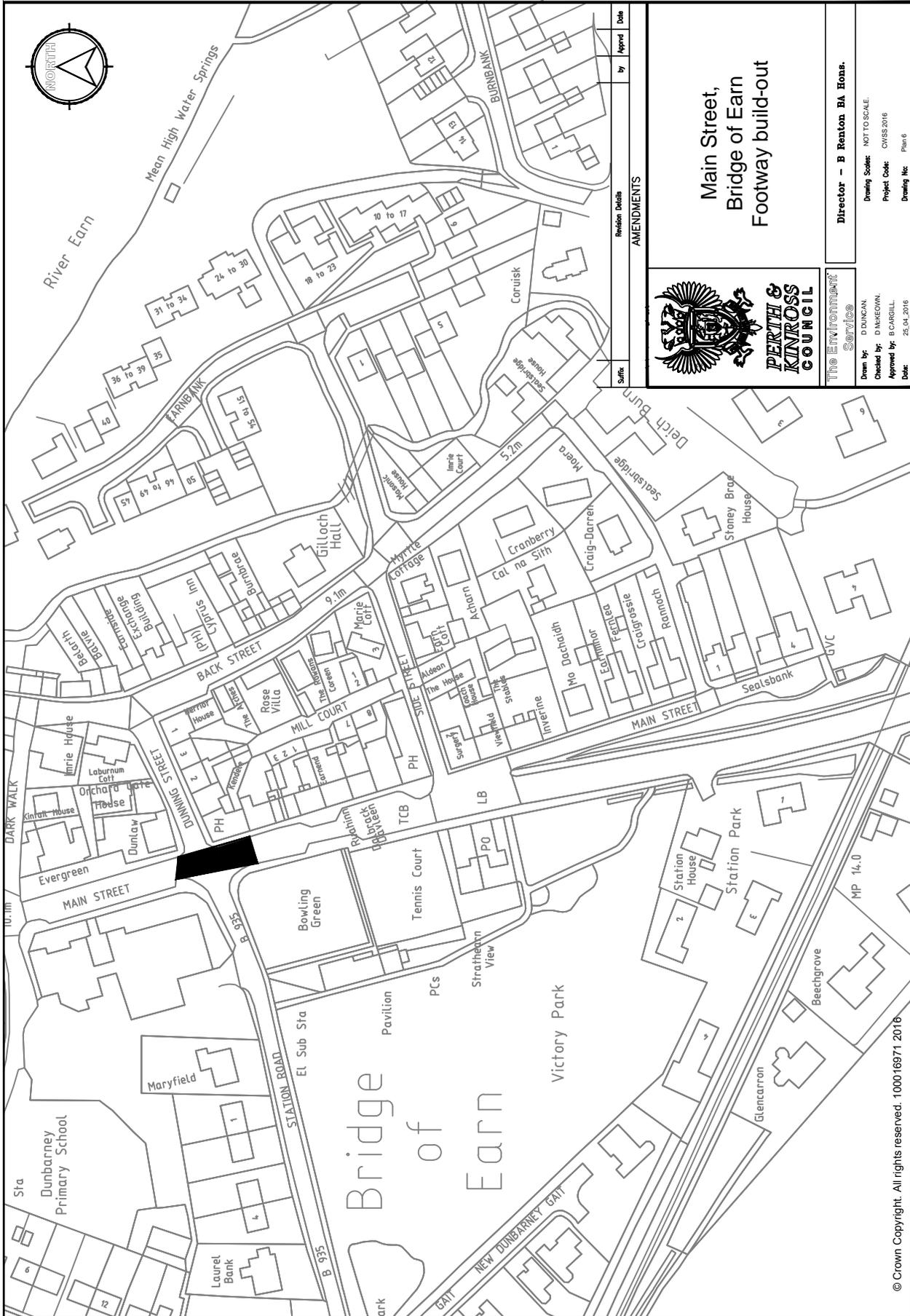




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	<b>AMENDMENTS</b>			
 <b>PERTH &amp; KINROSS COUNCIL</b> The Environment Service		South Street, Milnathort Footway build-out		
Director – <b>B Renton BA Hon.</b>				
Drawn by: D DUNCAN Checked by: D MCKEOWN Approved by: B CARGILL Date: 25.04.2016		NOT TO SCALE. Project Code: CIVS5 2016 Drawing No: Plan 5		

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# Appendix 4 Plan 6



Revision	Details	by	Date
AMENDMENTS			



**PERTH & KINROSS COUNCIL**

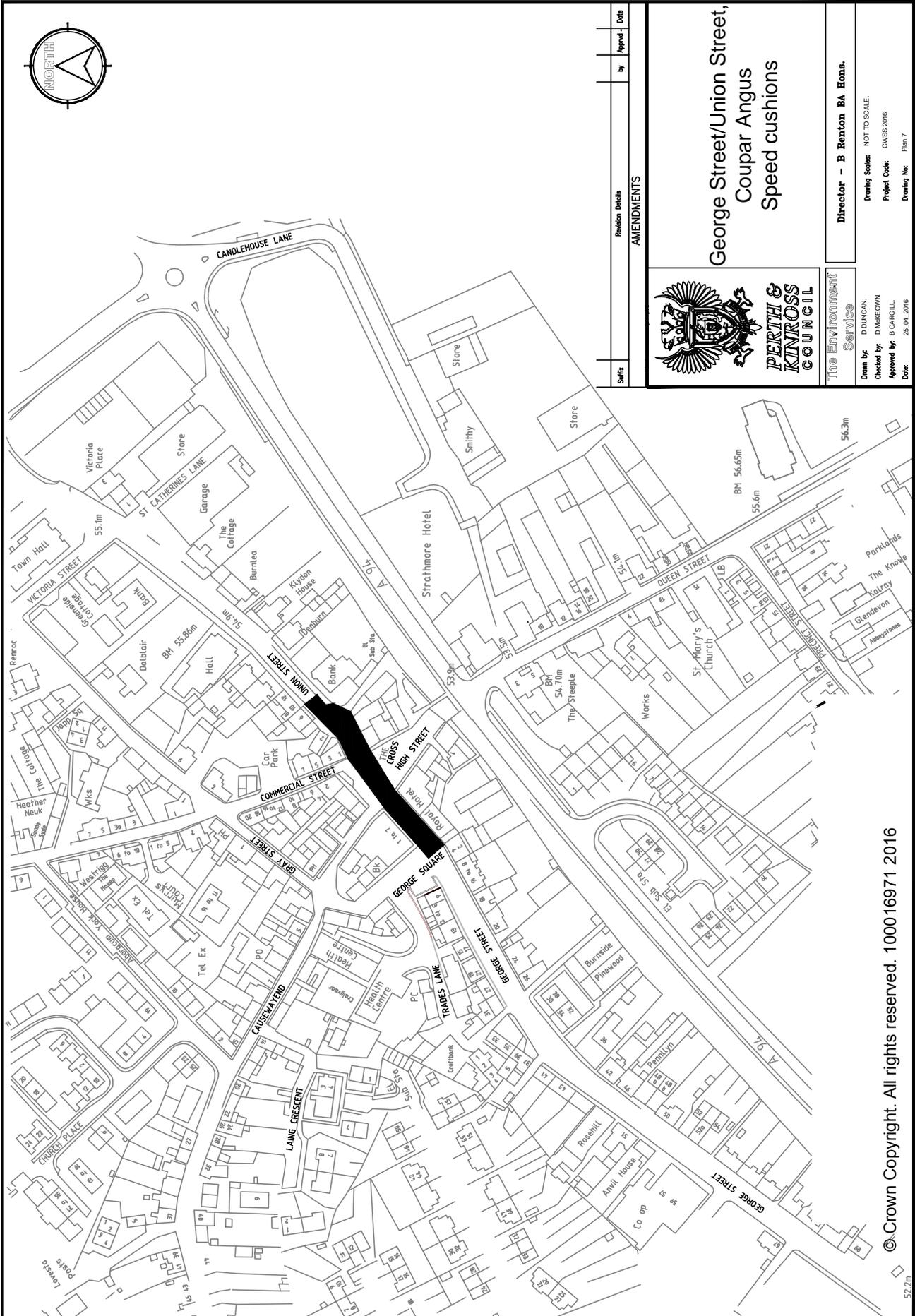
The Environment  
Service

**Main Street,  
Bridge of Earn  
Footway build-out**

**Director - B Renton BA Hons.**

Drawn Scale: NOT TO SCALE  
Checked by: D DUNCAN  
Project Code: CWSS2016  
Approved by: B CARGILL  
Drawing No: Plan 6  
Date: 22.04.2016

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Revision	Details	by	Appr'd.	Date
AMENDMENTS				

**George Street/Union Street,  
Coupar Angus  
Speed cushions**

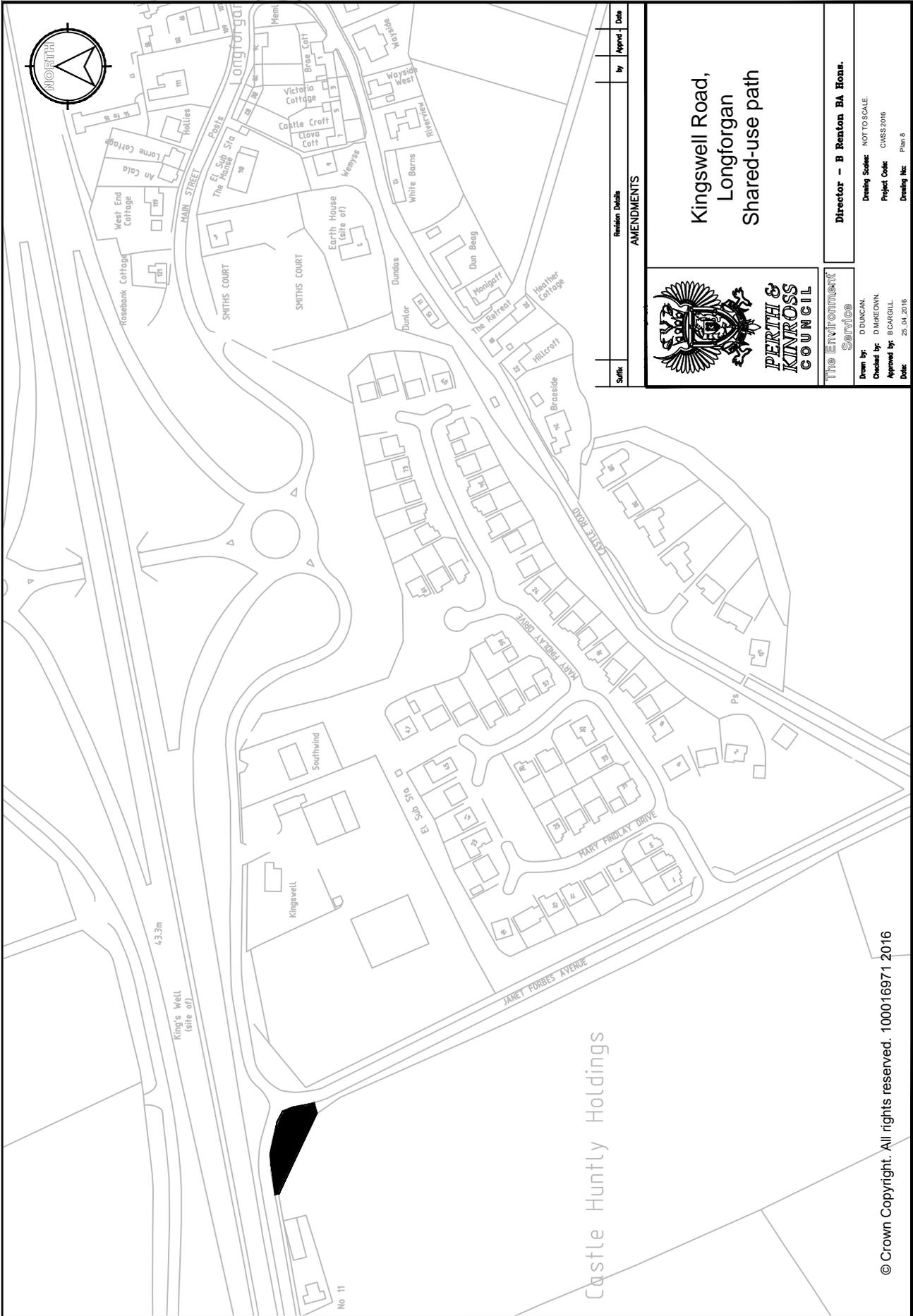


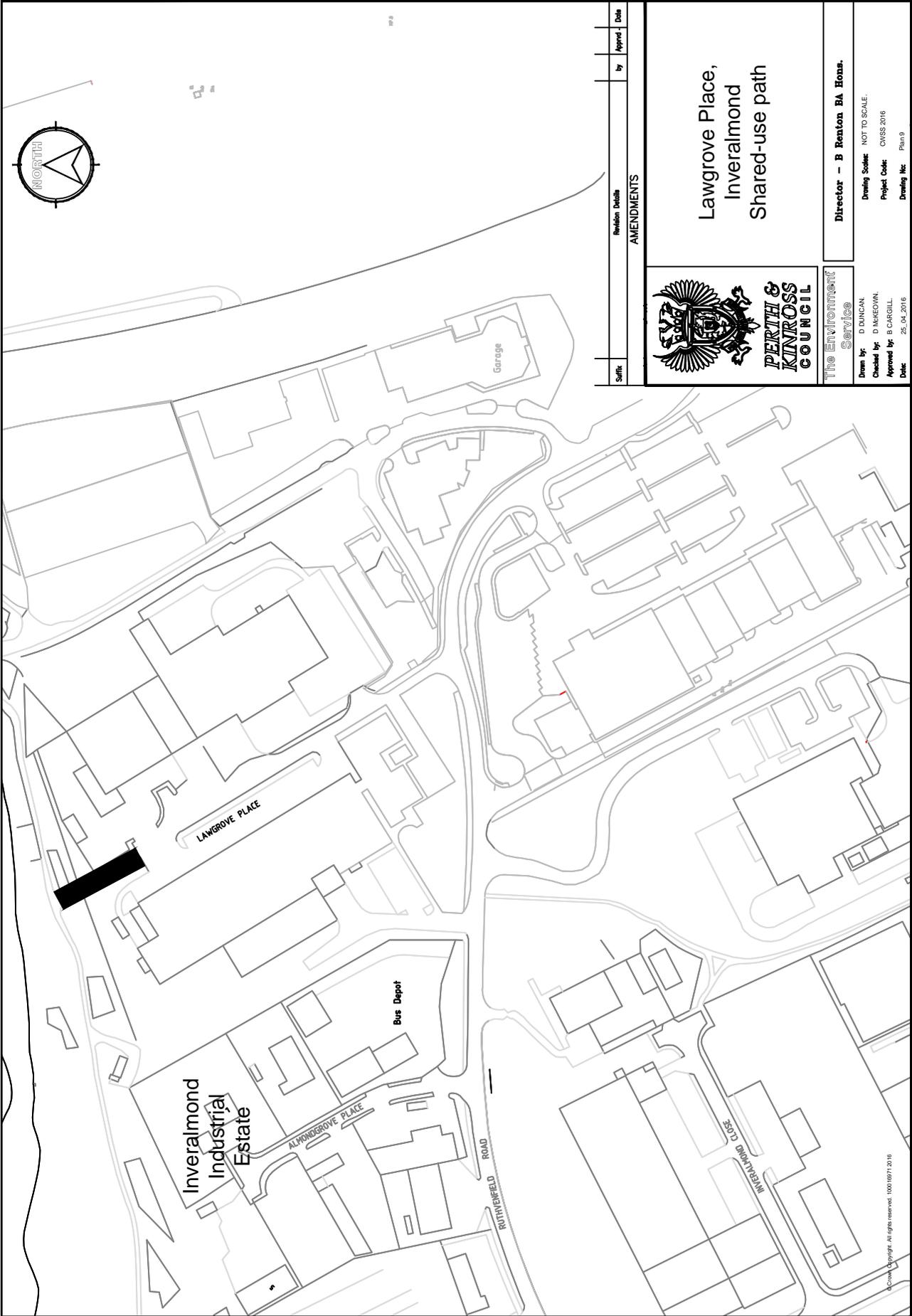
**Director - B Renton BA Hon.**

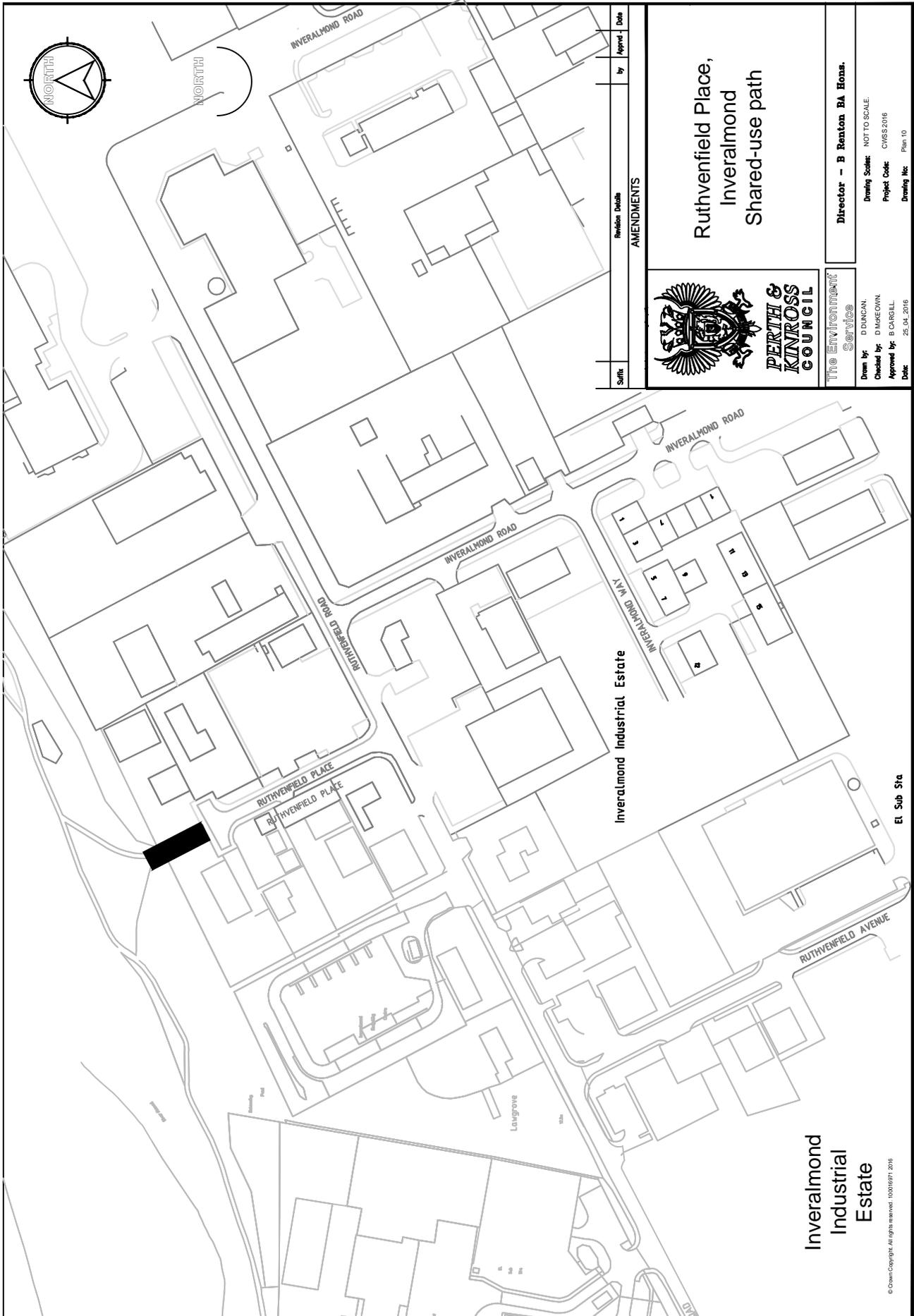
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Approved by: B GARGILL  
Date: 25.04.2016

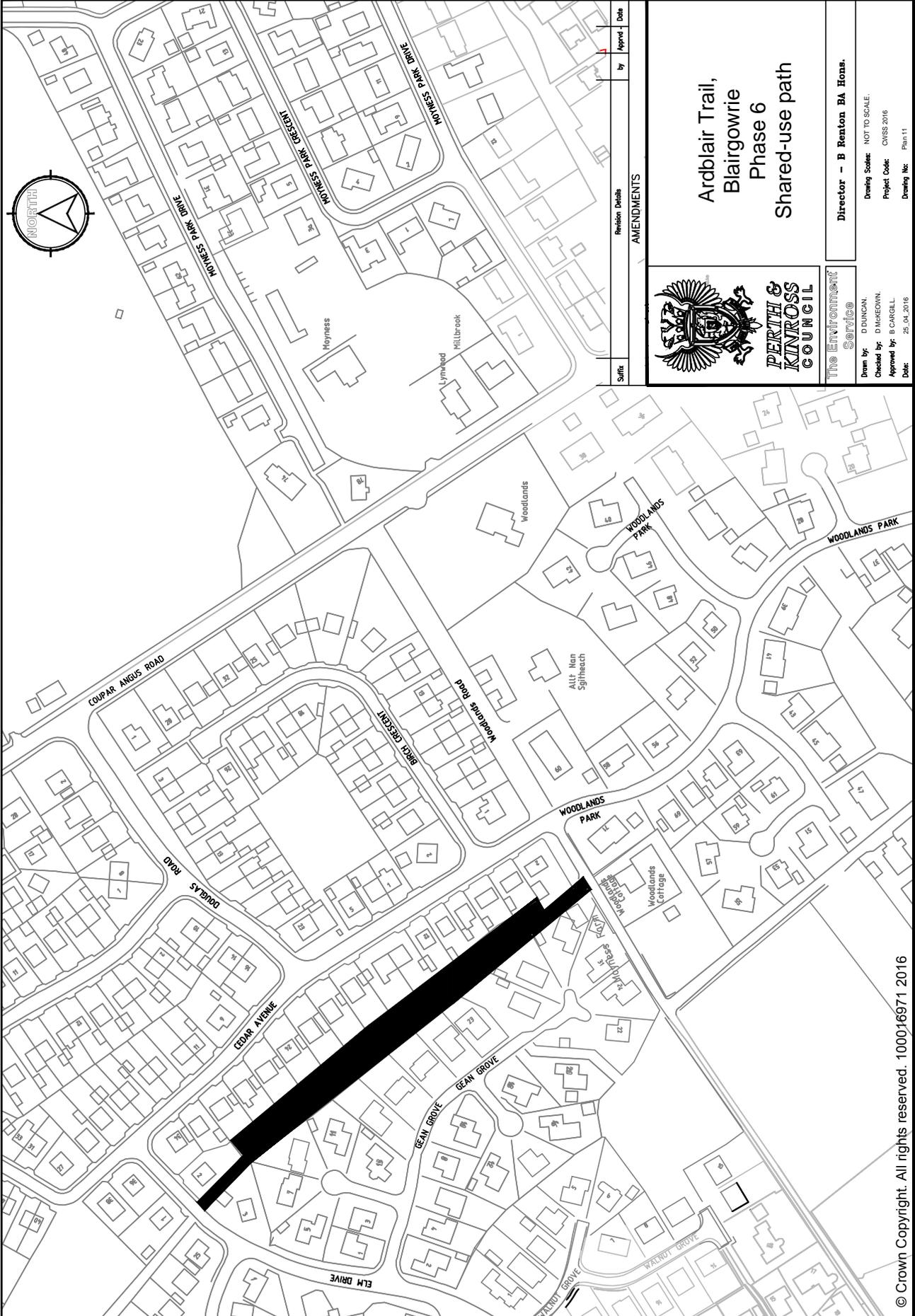
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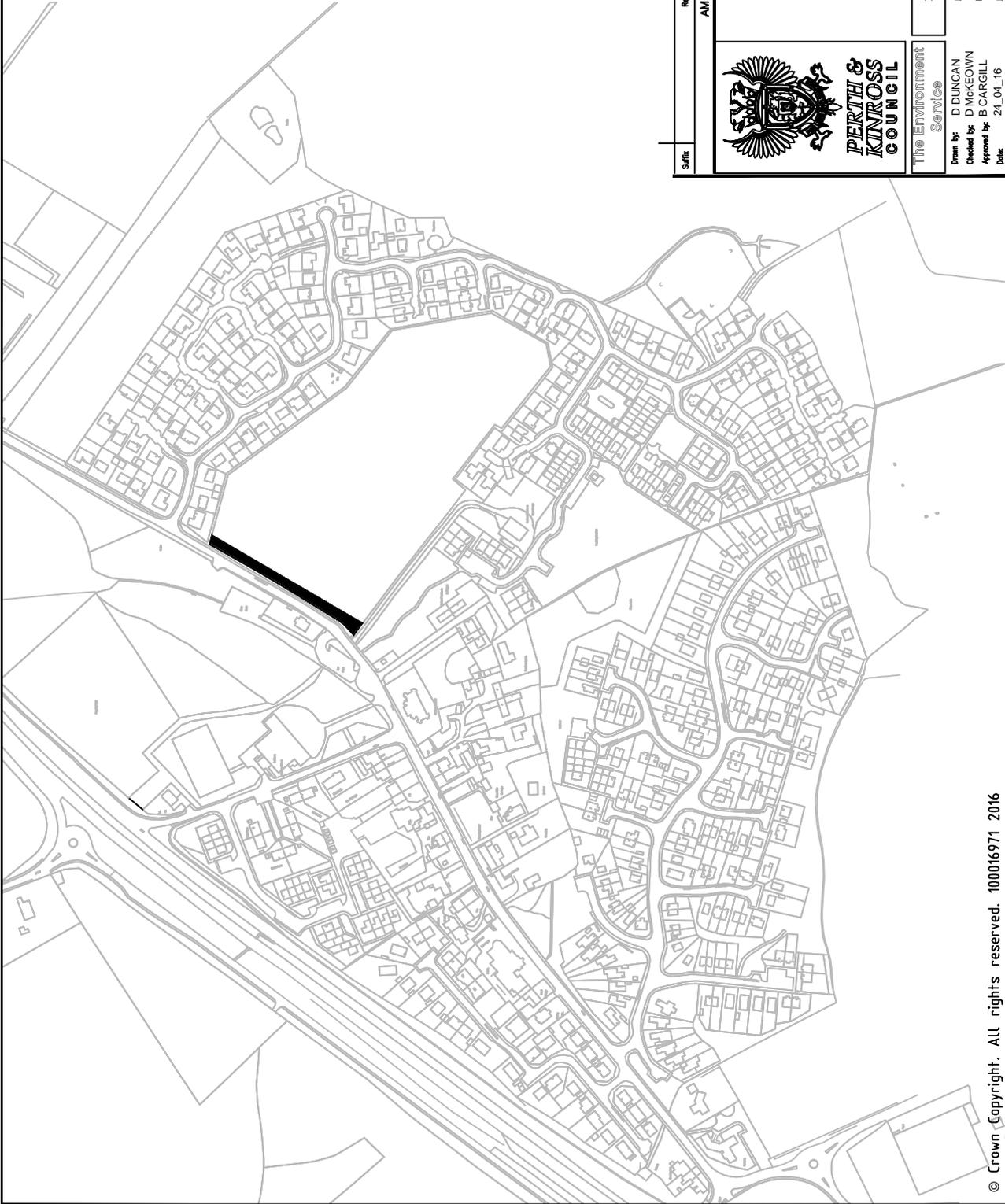






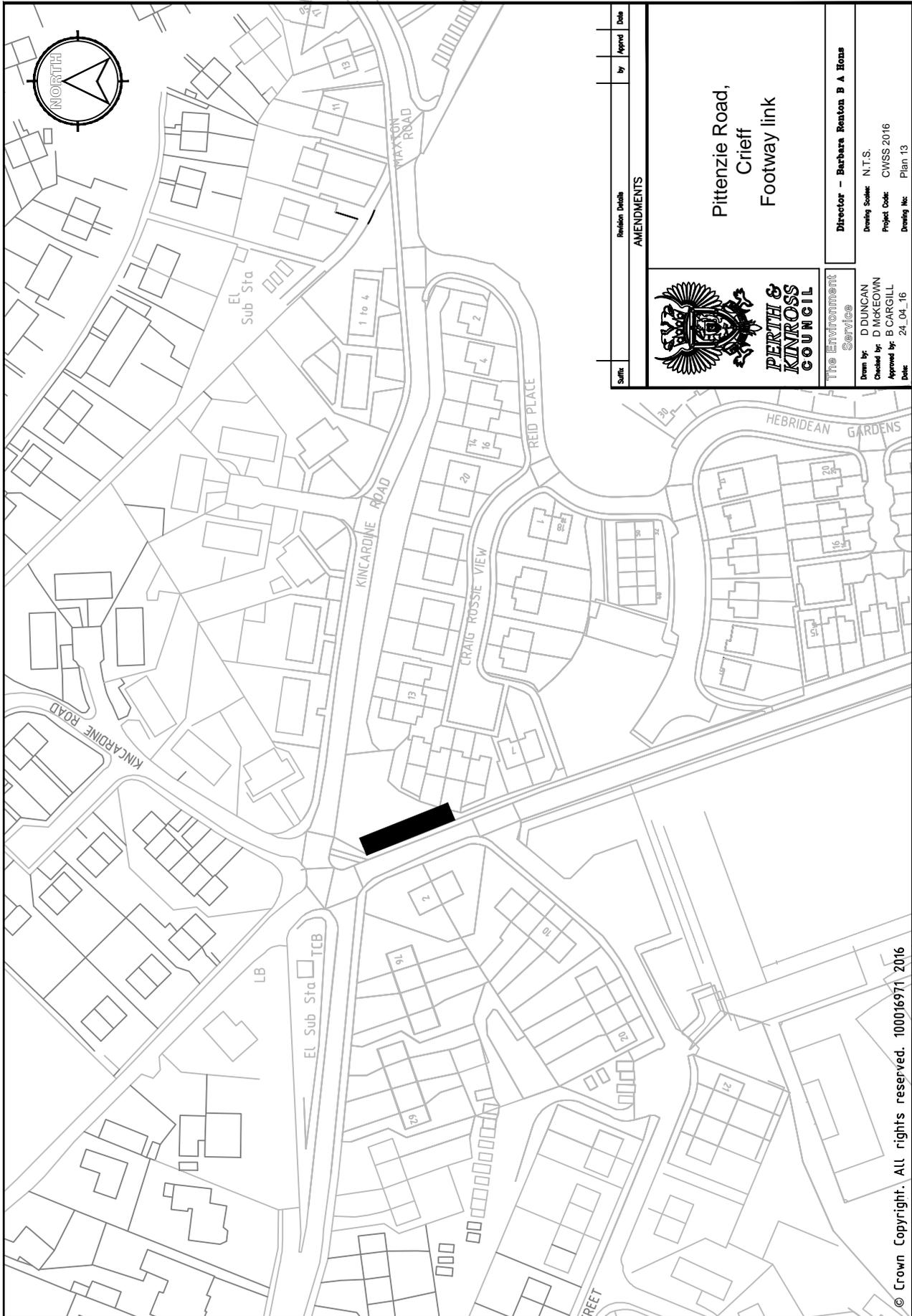


 <p><b>PERTH &amp; KINROSS COUNCIL</b> The Environment Service</p>	<p><b>AMENDMENTS</b></p>						
	<p>Ardblair Trail, Blairgowrie Phase 6 Shared-use path</p>	<p>Revision Details</p> <table border="1"> <thead> <tr> <th>Surfix</th> <th>by</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Surfix	by	Date		
Surfix	by	Date					
<p>Director - B Renton BA Hons.</p>		<p>NOT TO SCALE. Project Code: CVSS 2016 Drawing No: Plan 11</p>					
<p>Drawn by: D DUNICAN Checked by: D MCKEOWN Approved by: B CARGILL Date: 25.04.2016</p>		<p>© Crown Copyright. All rights reserved. 100016971 2016</p>					



<b>Staff:</b>	<b>Revision Details</b>	<b>by</b>	<b>Appr'd</b>	<b>Date</b>
	<b>AMENDMENTS</b>			
 <b>PERTH &amp; KINROSS COUNCIL</b> The Environment Service		<b>Moncur Road,          Inchture          Shared-use path</b>		
<b>Drawn by:</b> D DUNCAN <b>Checked by:</b> D MCKEOWN <b>Approved by:</b> B CARGILL <b>Date:</b> 24_04_16		<b>Director - Barbara Renton B A Hous</b> <b>Drawing Scale:</b> N.T.S. <b>Project Code:</b> CWSS 2016 <b>Drawing No:</b> Plan 12		

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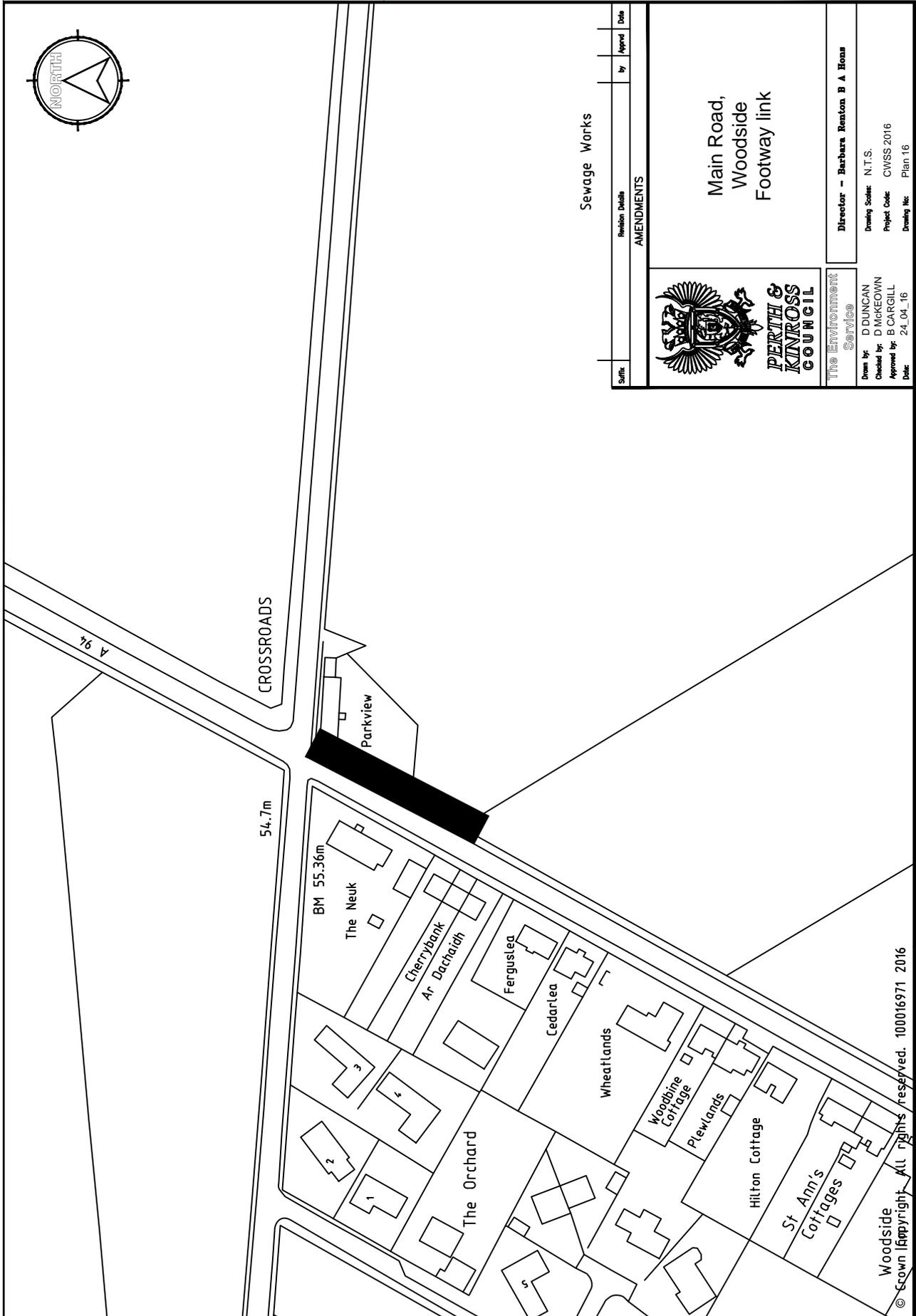


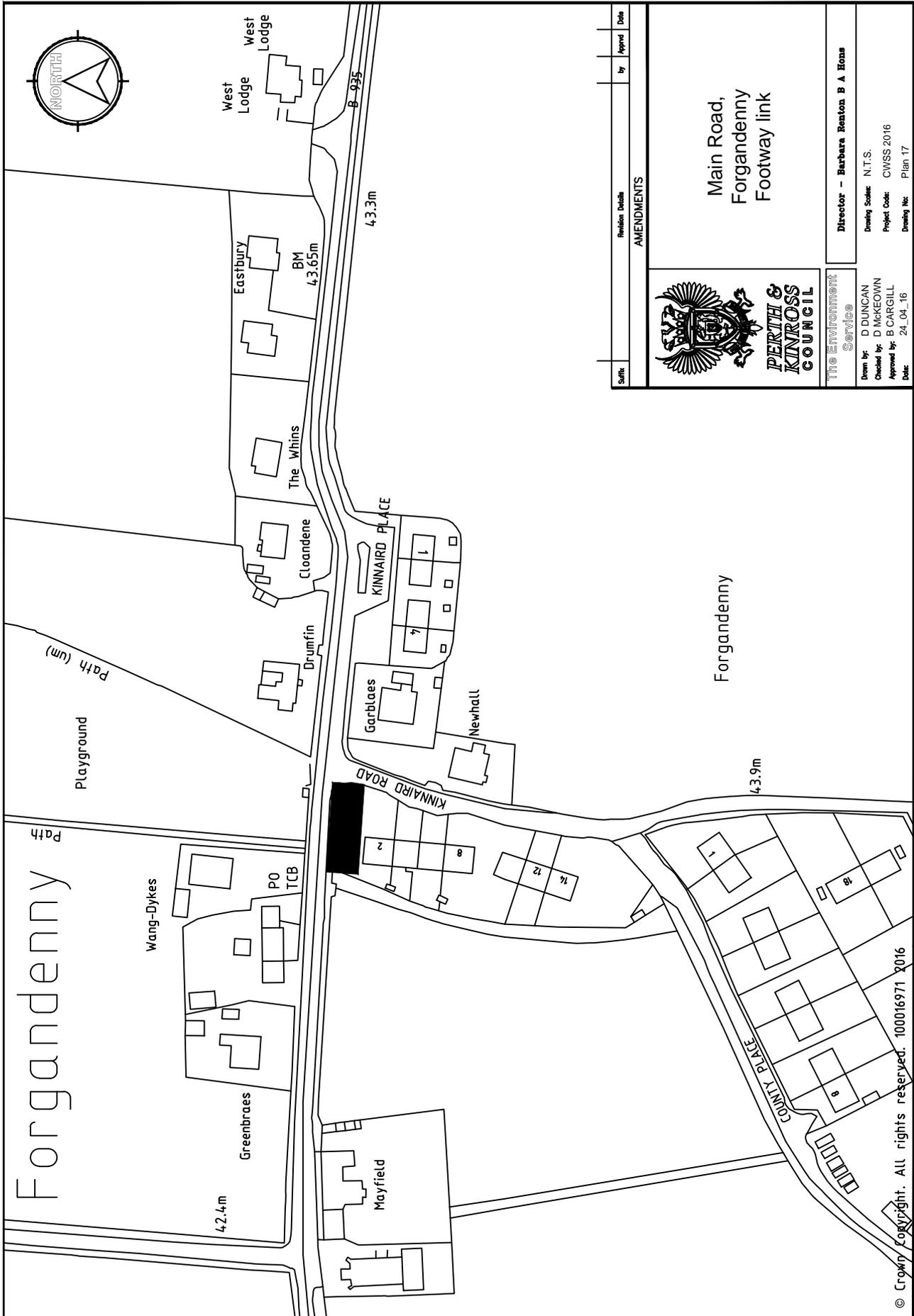
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Suffix	Revision Details	By	Date
<b>AMENDMENTS</b>			
 <b>PERTH &amp; KINROSS COUNCIL</b>		<b>Ardblair Trail, Blairgowrie Phase 9 Shared-use path</b>	
<b>The Environment Service</b>		<b>Director - Barbara Renton, B. A. Ross</b>	
Drawn by: D DUNCAN Checked by: D McKEOWN Approved by: B CARGILL Date: 24_04_16		Drawing Scale: N.T.S. Project Code: CWSS 2016 Drawing No: Plan 15	

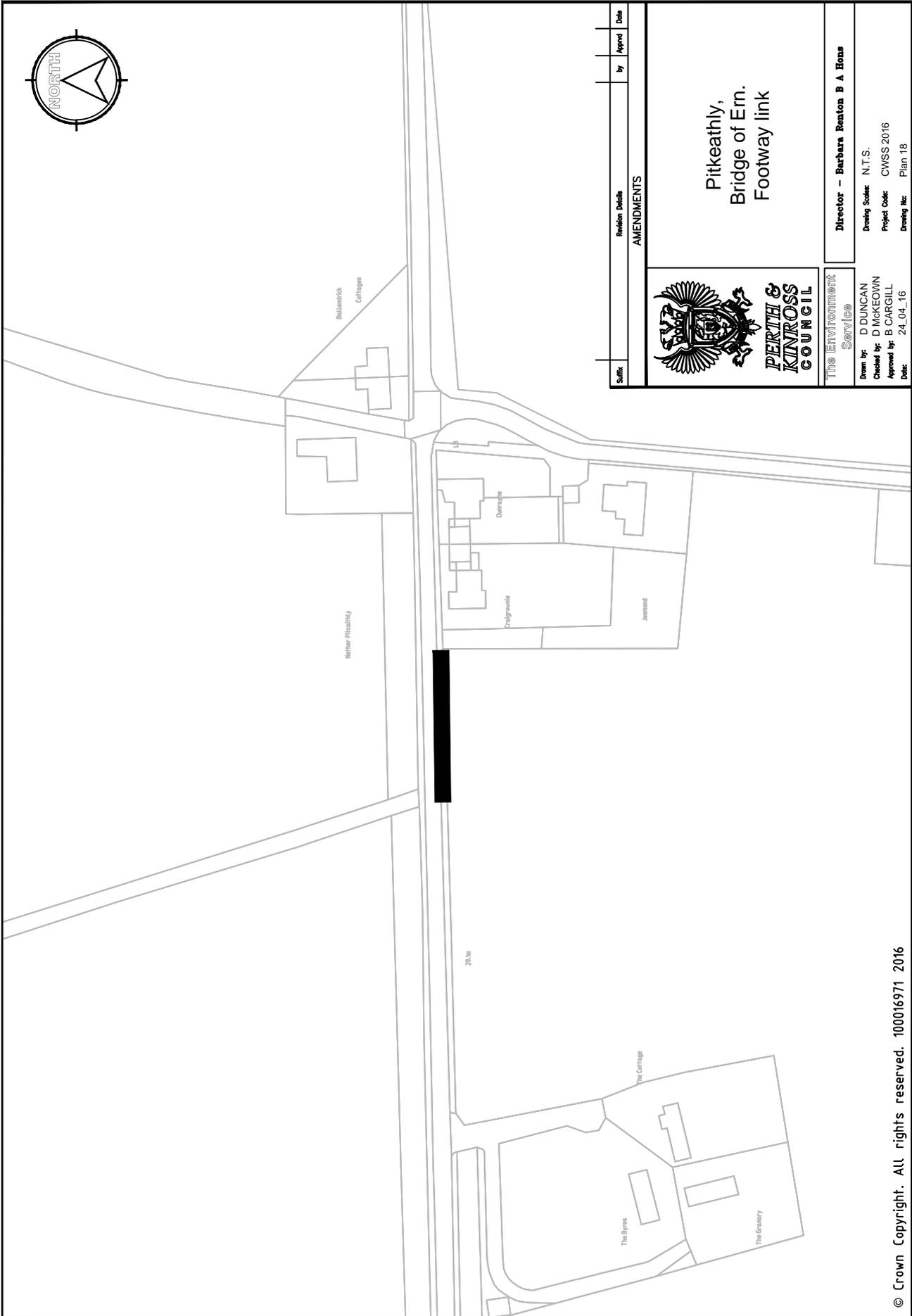
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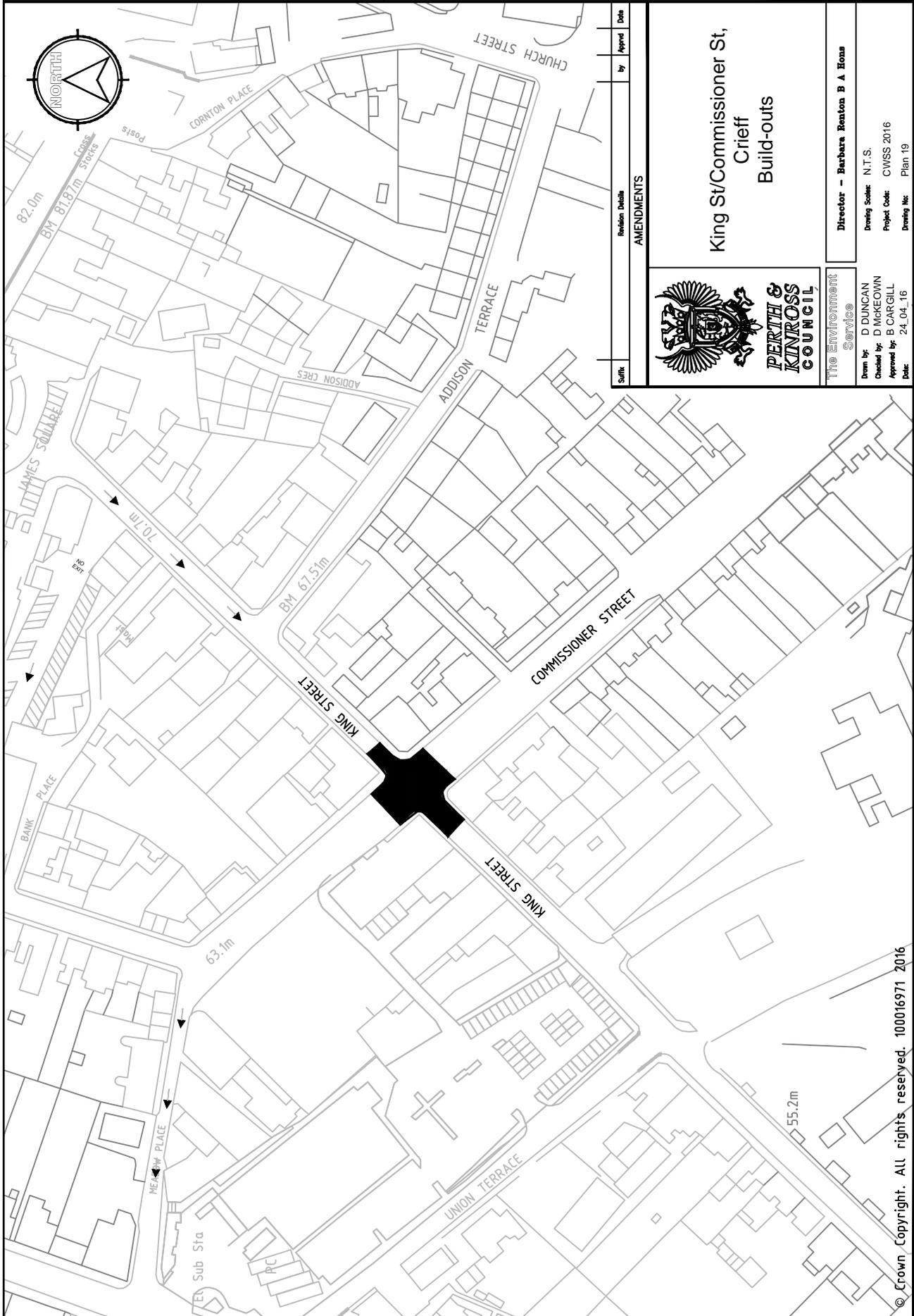


Scale:	Revision Details	by	Appr'd	Date
	AMENDMENTS			
 <b>PERTH &amp; KINROSS COUNCIL</b>		<b>Main Road, Forgandenny Footway link</b>		
The Environment Service		Director – <b>Barbara Renton B A Hons</b>		
Drawn by:	D DUNCAN	Drawn Scale:	N.T.S.	
Checked by:	D MCKEOWN	Project Code:	CWSS 2016	
Approved by:	B CARGILL	Drawing No.:	Plan 17	
Date:	24_04_16			

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Revision	Details	By	Date
<b>AMENDMENTS</b>			
 <b>PERTH &amp; KINROSS COUNCIL</b>		<b>Pitkeathly, Bridge of Ern. Footway link</b>	
The Environment Service Drawn by: D DUNCAN Checked by: D McKEOWN Approved by: B CARGILL Date: 24_04_16		Director - Barbara Renton B A Hon Drawing No: Plan 18 Project Code: CWSS 2016 Drawing Scale: N.T.S.	



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**PERTH AND KINROSS COUNCIL****Enterprise & Infrastructure Committee****1 June 2016****Additional Tourism Funding Proposals  
Signage and Events****Report by Director (Environment)**

The purpose of this report is to set out spending proposals for the additional funding granted through the budget process for Tourism Projects in 2016/17. This funding is to be spent on two key projects: tourism signage and events. These projects provide tourism infrastructure along with increased profile and visibility of the City's attractions. They are designed to drive footfall, as well as new and return tourism business, creating additional spend to enhance economic activity in the City.

**1. BACKGROUND**

- 1.1 An additional £100,000 for Tourism Signage and £177,000 for Events for the financial year 2016/17 was allocated through the budget process in February 2016.
- 1.2 In 2015, a review of tourism road signage (brown signs) was completed with the objective of developing an improvement programme that would enhance the experience of the visiting car user. It recommended improvements to the key approaches into Perth to attract visitors to the city centre and visitor attractions. This followed on from the installation in 2014 of new "Welcome to the City of Perth" signs at entry points to the city. The full re-signing proposals are an extensive and detailed list of recommendations for remedial action as well as new/replacement signs. The cost of the fully comprehensive scheme was £90,000 in 2015/16.
- 1.3 Budget availability in 2015/16 was £30,000. This was used to address the more immediate priorities including the new "gateway" signs for the city, which now have Perth Concert Hall incorporated in them. These are composite signs which have more than one attraction listed. Another improvement addressed gaps in continuity signage, with new signs forming a series, directing the road user towards attractions and the appropriate car parks.
- 1.4 The re-signing scheme, using the new budget allocation of £100,000 contributes to the Perth City Plan (Themes 4: The Visitor Economy) by improving the experience for visitors. Other works completed to date to enhance orientation, interpretation and information provision include the "Welcome to Perth" signs, relocation of the VisitScotland information centre to the High Street, and the tourism signage scheme. As well as further investment in new and replacement tourism signs, map/information panels for car parks and enhanced Wi-Fi connectivity in the city centre are in scope for delivery in 2016/17.

- 1.5 The completion of the signage schemes will further improve the visitor experience and support the development of Perth's visitor economy by presenting as seamless a visitor journey as possible. This approach supports wider initiatives to develop Perth's appeal as a cultural, short breaks, and conference destination. It complements pre-arrival information provision with a range of measures to improve the presentation of the city's attractions and amenities, as well as making it easier for the visitor to access the City Centre and other attractions.
- 1.6 In addition, the Perth and Kinross Events Strategy (2013 to 2020) objective is to "make our area a prestigious international class events and festivals destination where a vibrant and inspiring year round programme attracts UK and international visitors and makes a major contribution to economic growth".
- 1.7 The aim is to grow the economic impact of events and festivals from an estimated £17 million per annum in 2013 to £25.5 million by 2020 – an increase of 50%, in line with the overall strategic ambition for Scottish tourism.
- 1.8 This involves developing existing events to attract more visitors to stay longer and spend more while bringing new events to the area. It also means developing opportunities for local businesses to capitalise on events, directly and through the local supply chain.
- 1.9 A programme of events is planned for this year, including the Treaty of Perth celebration (August), Poppies Weeping Windows (end June to September) and the Festival of Architecture (September/October). This includes a Patrick Geddes exhibition (June – September), Ideal Hut Show and a Georgian Festival (September) which are one off prestigious events that will attract interest and footfall from national and international visitors.
- 1.10 Perth's Winter Festival is establishing itself as a key feature of the area's, annual events calendar. The Christmas Lights event, in particular, attracts positive coverage and has established the credentials of Perth as a leading events and festivals destination. This event attracts both a large audience and significant additional spend.
- 1.11 Through the programme of events, Perth is going some way to realise the ambitions that "*There is always something good going on in and around Perth and Kinross*". The core budget for events in 2016/17 is £124k; £110k is allocated to grant funding for third party owned events. The third party grants are for £10k or less with the exception of Perth Festival of the Arts which receives just over £18k. It is expected that 24 events will be funded in 2016/17. 26 events received grant funding in 2015/16 and the list is provided in Appendix 1.

- 1.12 An active events programme with infrastructure support and a recognition that the Council will be an enabling authority, attracts private sector events and festivals investment. For example, in 2016/17, a new commercial event, the Fake Festival will take place in May. This complements other commercial non-council funded events such as T in the Park, Rewind and Etape Caledonian. A full list of the current, known events across Perth and Kinross is provided in Appendix 2.

## **2 PROPOSALS**

- 2.1 It is proposed that the tourism signage scheme which commenced in 2015/16 is completed in 2016/17. The balance of available funding will go towards new pedestrian finger posts, map orientation, interpretation panels, and digital signs in the city centre as well as at key gateway locations including car parks and public transport hubs. In summer 2016, a related scheme to refurbish the parking (spaces available) signage will be carried out, funded through the other budgets.
- 2.2 The additional £177k allocated through the budget process to events is essential for Perth and Kinross to be able to deliver the events programme and develop economic impact. The Poppies Weeping Windows and Festival of Architecture are additional in 2016/17, and £45,000 is allocated to these events. It is proposed that the remaining funding will focus on supporting events across the Council area and developing the successful Halloween and Winter Festival event programmes. These events are identified as having the potential for annual economic growth, as a key part of the Perth visitor offer and driving visitors to the City in the Autumn and Winter months.
- 2.3 The Events Officer is also working with Civic Services to produce an event that celebrates the 750<sup>th</sup> anniversary of the Treaty of Perth.

## **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The additional funding allocated from the budget motion will accelerate the signage and events projects. These are essential to develop visitor infrastructure along with the events and cultural offer. The projects will enhance the Perth and Kinross visitor experience further and will in turn, create additional economic impact, growing both the prosperity and reputation of Perth and Kinross.

3.2 It is recommended that the Committee:

- (i) Notes the update on the use of budget motion funding.
- (ii) Notes that this funding is essential to ensure that the signage and events projects are delivered in 2016/17.
- (iii) Requests the Director (Environment) to bring a further report on the delivery of these projects to Committee in April 2017, reporting on the improved signage and the economic impact of the 2016/17 events programme.

**Author**

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
Laura McIntyre	Enterprise Manager	Lauramcintyre@pkc.gov.uk

**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Barbara Renton	Director (Environment)	2 May 2016

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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>No</b>
Asset Management (land, property, IST)	<b>No</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	
Risk	
<b>Consultation</b>	
Internal	<b>No</b>
External	<b>No</b>
<b>Communication</b>	
Communications Plan	

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The activities contribute to the Community Plan's strategic objectives of 'Promoting a prosperous, inclusive and sustainable economy' and a 'Safe Welcoming Environment' and the outcomes of 'a thriving, expanding economy' and 'employment opportunities for all'.

#### Corporate Plan

- 1.2 This report relates to Objective No (iii) 'Promoting a prosperous, inclusive and sustainable economy' and the outcome of 'Thriving, expanding economy' by encouraging and supporting tourism.

## 2. Resource Implications

### Financial

- 2.1 This report concerns a budget motion from 6 February 2016 which provided additional funding of £277k to deliver the Tourism Projects - Signage and Events.

### Workforce

- 2.2 There are no workforce implications.

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

- 2.3 There are no asset management implications.

## 3. Assessments

### Equality Impact Assessment

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

### Strategic Environmental Assessment

- 3.3 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 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.

### Legal and Governance

- 3.5 No legal or Governance issues arise due to this report.

### Risk

- 3.6 No additional risk arise due to this report.

#### **4. Consultation**

##### Internal

4.1 No additional internal consultation was required.

##### External

4.2 No additional external communication was required.

#### **5. Communication**

5.1 The Events programme will be communicated via a number of channels and a marketing plan will be developed. In addition there a launch to business event in May at the Perth Concert Hall will engage the business community to collaborate with the Council on creating economic impact from events.

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

2.1 City of Perth Tourist Signing Review (March 2015) Tayside Contracts.

#### **3. APPENDICES**

3.1 Appendix 1 – Contribution to Third Party Events.  
Appendix 2 – Events Programme 2016/17.



## Appendix 1

<u>Venue / Area</u>	<u>Contributions to Third Party Events</u>	<u>2015/16</u>
Blair Atholl	Blair Castle International Horse Trials	20000
Perth City	Perth Festival of the Arts	18800
Kinross	Kinross Street Party	15000
Scone	Cycletta Scotland	10000
Perth City	Scottish Volleyball - European Champs	2500
Dunkeld / Perth City	Perthshire Amber Festival	9000
Aberfeldy	Colin McRae Rally	7000
Perth City	Southern Fried Festival	8000
Perth City, Bridge of Earn, Forgandenny	GB Youth Road Races	4689
Pitlochry	Tay & Tummel Festival	5000
Perth City	Solas Festival	4500
Perth City	Scottish Badminton Championships	4000
Perth City	Muckmedden Events - Fair City Enduro	4000
Perth City	Paranormal Festival	4000
Kinross	Mary Queen of Scots Festival	4000
Aberfeldy	Explore Aberfeldy	4000
Aberfeldy	Aberfeldy Tayfest	3750
Perth City	Schools International Table Tennis	2000
Errol	Iron Ride	3500
Perth City	Scottish Gymnastics	2500
All Perthshire	Scottish Canoe Association - Tay Descent	2500
Blairgowrie	Bookmark Festival Blairgowrie etc	490
Perth City	Perth Masters Curling	4000
Perth City	Scottish Futsal Championships	2000
Perth City	Scottish Magic Association	300
Pitlochry	Soldiers of Killiecrankie	3801
		<b>149330</b>



<b>PERTH &amp; KINROSS EVENTS 2016</b>		
	<b>EVENT NAME</b>	<b>LOCATION</b>
<b>MARCH</b>		
Fri 1 Mar	Heather Small	Perth Concert Hall, Mill St, Perth
Thu 3 Mar	The Stranglers	Perth Concert Hall, Mill St, Perth
Fri 4 - Sat 12 Mar	P & K Women's Festival	Various - Perth City Centre
Sat 5 Mar	Perth Farmers' Market	King Edward Street, Perth
Sun 6 Mar	Scottish Bead Fair	Perth Concert Hall, Mill St, Perth
Sat 12 & Sun 13 Mar	Enduro	Dunkeld
Sat 12 & Sun 13 Mar	Brass Band Championships	Perth Concert Hall, Mill St, Perth
Sat 27 Mar	Scone Palace Easter Fun	Scone Palace, Perth
Mon 29 Mar - Sun 10 Apr	JR White's Funfair	South Inch, Perth
<b>APRIL</b>		
Sat 2 Apr	iJuggle - Juggling Convention & Parade	Perth Concert Hall, Mill St, Perth
Sat 2 Apr	Perth Farmers' Market	King Edward Street, Perth
Sat 16 Apr	Bryan Ferry	Perth Concert Hall, Mill St, Perth
Wed 20 - Fri 22 Apr	Perth Festival	Perth Racecourse, Scone
Tue 26 - Sat 30 Apr	Jackie the Musical	Perth Concert Hall, Mill St, Perth
<b>MAY</b>		
Sun 1 May	Ed Byrne	Perth Concert Hall, Mill St, Perth
Sat 7 May	Perth Farmers' Market	King Edward Street, Perth
Sat 7 May	Perth Beer Festival (Perthshire Rugby)	North Inch, Perth
Sat 7 & Sun 8 May	Perth Wedding Exhibition	Perth Racecourse, Scone
Wed 11 May	Party in the Paddock	Perth Racecourse, Scone
Thu 12 May	Funfair	Crieff
Thu 12 May	Ladies Day	Perth Racecourse, Scone
Sat 21 May	Perth Fake Festival	South Inch, Perth
Thu 19 - Sun 22 May	arTay (Scottish Arts & Crafts)	Horsecross Plaza, Mill St, Perth
Thu 19 - Sun 29 May	Perth Festival of the Arts	Perth- various venues
Thu 26 - Sun 29 May	Scottish Opera Trailer	Horsecross Plaza, Mill St, Perth
Friday 27 Jul - 29 May	Scottish Futsal National Finals	North Inch, Perth

	<b>EVENT NAME</b>	<b>LOCATION</b>
<b>JUNE</b>		
Whole month event	Festival of Archaeology	
Wed 1 Jun	Great Russian Circus	South Inch, Perth
Sat 4 Jun	Perth Farmers' Market	King Edward Street, Perth
Sat 4 & Sun 5 Jun	Scottish Open Volleyball Tournament	Perth Bells Centre & North Inch
Sat 4 & Sun 5 Jun	Scottish Beach Volleyball Championships	Perth Bells Centre & North Inch
Sun 5 Jun	Pentland Land Rover Gold Cup Day	Perth Racecourse, Scone
Sat 11 Jun	PKAVS Volunteers Street Market	King Edward Street, Perth
Fri 10 - Sun 12 Jun	PotFest International Ceramics Festival	Scone Palace, Perth
Sun 12 Jun	British Natural Bodybuilding Championships	Perth Concert Hall, Mill St, Perth
Fri 17 - Sun 19 Jun	Muckmedden: Crean of the Croft	Comrie, Crieff
Fri 17 - Sun 19 Jun	Solas Festival	The Bield, Blackruthven, Perth
Wed 29 Jun	Race Meeting	Perth Racecourse, Scone
Thu 30 June - Sun 25 Sep	Poppies Weeping Windows	Black Watch Castle & Museum
<b>JULY</b>		
Fri 1 - Sun 3 Jul	Scottish Game Fair	Scone Palace
Sat 2 Jul	Perth Farmers' Market	King Edward Street, Perth
Thu 7 Jul	Crieff 10k	Crieff
Thu 7 Jul	Sarah Millican	Perth Concert Hall, Mill St, Perth
Friday 8 - 10 Jul	T in the Park	Strathallan, Perthshire
Sun 10 Jul	Totepool Family Race Day	Perth Racecourse, Scone
Fri 22 - Sun 24 Jul	Rewind Festival	Scone Palace, Perth
Thu 28 - Sun 31 Jul	Southern Fried American Music Festival	Various Perth & Perthshire
Tue 26 Jul	Rock at the Races Day	Perth Racecourse, Scone
Wed 27 Jul	Race Meeting	Perth Racecourse, Scone
<b>AUGUST</b>		
Sat 6 Aug	Perth Farmers' Market	King Edward Street, Perth
Fri 5 & Sat 6 Aug	Perth Show	South Inch, Perth
Fri 5 & Sat 6 Aug	Soldiers of Killiecrankie	Killiecrankie Battlefield
Sat 13 Aug	Perth Kilt Run	North Inch, Perth
Sun 14 Aug	Perth Highland Games	North Inch, Perth
Thu 18 Aug	Jimmy Carr	Perth Concert Hall, Mill St, Perth
Sat 20 Aug	Perth Races STV Appeal Carnival Party Day	Perth Racecourse, Scone
Sun 21 Aug	The Scottish Bead Fair	Perth Concert Hall, Mill St, Perth

	<b>EVENT NAME</b>	<b>LOCATION</b>
<b>August Cont...</b>		
Sun 21 Aug	Treaty of Perth	Perth City Centre
Sat 27 Aug	Perth Alive 2016 (PWAMM)	North Inch, Perth
Sat 27 - Sun 28 Aug	Mary Queen of Scots Festival	Kinross
Sat 27 Aug	Perth Rotary Fair	King Edward Street, Perth
Sun 28 Aug	Perth 10K Run	North Inch, Perth
<b>SEPTEMBER</b>		
Sat 3 Sep	Perth Farmers' Market	King Edward Street, Perth
Sat 3 - Sun 11 Sep	Perthshire Open Studios	Various - Perth & Perthshire
Mon 5 Sep	Perth Races Scottish Food & Drink Festival Day 1	Perth Racecourse, Scone
Tue 6 Sep	Perth Races Scottish Food & Drink Festival Day 2	Perth Racecourse, Scone
Sun 13 Sep	Farming Yesteryear Rally	Scone Palace, Perth
Wed 21 Sep	Autumn Ladies Day	Perth Racecourse, Scone
Thu 22 Sep	The Glorious Finale	Perth Racecourse, Scone
TBC	Festival of Architecture	
Dates tbc	Perth & Kinross Doors Open Days	Various venues P & K
<b>OCTOBER</b>		
Sat 1 Oct	Perth Farmers' Market	King Edward Street, Perth
TBC	Festival of Architecture	
Date tbc	Paranormal Festival	Perth City Centre
Fri 7 - Sat 8 Oct	BOOKMARK	Blairgowrie
Sat 22 Oct	Tay Descent & Scottish Paddlesports Festival	Perth (finish at Perth Bridge)
Sat 22 Oct	Fair City Enduro	North Inch, Perth
Sat 29 Oct	Perth Accordion Festival & Scottish Accordion Championships	Salutation Hotel, South St, Perth
Fri 28 & Sat 29 Oct	Perth City All Hallow's Eve Family Parade & Fun Event	Perth City Centre
<b>NOVEMBER</b>		
Thu 3 - Sun 6	Perthshire Amber Festival	Various - Perth & Perthshire
Sat 5 Nov	Perth Farmers' Market	King Edward Street, Perth
Sat 5 Nov	Bonfire Night Event - Rotary	South Inch, Perth
Fri 11 - Sun 13 Nov	Galloway Antiques Fair	Scone Palace, Perth
Sun 20 Nov	The Handmade Show	Perth Concert Hall, Mill St, Perth
<b>Sat 19 &amp; Sun 20 Nov</b>	<b>Scotland's Outdoor Festival Of Chocolate</b>	<b>Perth City Centre</b>
<b>Sat 19 &amp; Sun 20 Nov</b>	<b>Perth Christmas Lights Switch On</b>	<b>Perth City Centre</b>
Sat 26 & Sun 27 Nov	St Andrew's Day Scottish Festival	King Edward Street, Perth

	<b>EVENT NAME</b>	<b>LOCATION</b>
<b>DECEMBER</b>		
Sat 3 Dec	Perth Farmers' Market	King Edward Street, Perth
Sat 3 Dec	Perth Churches Nativity Parade	Perth City Centre
Dates tbc	Pantomime	Perth Concert Hall, Mill St, Perth
Sat 10 Dec	Perth Santa Run	Perth City Centre
Sat 17 Dec	Perth Farmers' Market	King Edward Street, Perth

**PERTH AND KINROSS COUNCIL****Enterprise and Infrastructure Committee****1 June 2016****Sustainable Lighting Strategy and Lighting Action Plan for Perth****Report by Director (Environment)**

This report advises the Committee of new approaches to the delivery of statutory and amenity lighting in the city and the contribution it can make to sustainable growth of the city by enhancing the visitor and night time economy. The report recommends that the Committee adopt the Sustainable Lighting Strategy for Perth, the Perth Lighting Action Plan and the Street Lighting Policy as frameworks to secure investment and collaboration through a cohesive approach to lighting in the City of Perth.

**1. BACKGROUND**

- 1.1 Street lighting in Perth and Kinross makes a large, positive contribution to the streetscape, traffic and public safety and remains an essential service that is delivered by Perth and Kinross Council, Tayside Contracts and Dundee City Council through the Street Lighting Partnership.
- 1.2 Under current legislation, the responsibility to provide street lighting within Perth and Kinross is given to the Council as the statutory local roads authority. Section 35 of the Roads (Scotland) Act 1984 sets out the powers and duties covered by this legislation.
- 1.3 The act does not directly impose an obligation on the Council to provide street lighting. It does, however, require the Council to consider what lighting is appropriate in terms of road safety and accident reduction. Once street lighting has been provided, it is the Council's statutory duty to ensure that it is functioning correctly, as well as inspected and maintained to a safe standard.
- 1.4 A *Street Lighting Policy* (Appendix 1) has been developed which identifies a range of different lighting standards, depending on the type and location of the street and/or space. The Policy provides a planning and technical framework for lighting designs and sets out the level of information required by the Council and planning authority for any new scheme.
- 1.5 Street lighting can account for up to 25% of local authorities' electricity spend and related carbon emissions. There is increasing recognition that investment in low energy street lighting reduces the carbon footprint and generates savings by reducing significant energy costs that street lighting generates. This has resulted in the Council's commitment to a £9.4m programme to replace 17,000 existing lights with LED street lights.

- 1.6 There are additional opportunities to link with renewable energy sources and emerging technologies to use lighting infrastructure itself as a means of generating energy from wind and solar. There is a growing movement Europe-wide to see street lighting columns as a strategic asset for the enhancement of cities and the provision of other services such as Wi-Fi, transport & parking information, security and potentially renewable energy.
- 1.7 It should be noted, however, that as this approach develops, the street lighting infrastructure will need to be replaced with equipment which is more suitable for carrying additional loads.
- 1.8 The implementation of intelligent street lighting in Scotland has been pioneered by Glasgow City Council. It is being furthered with other cities including Aberdeen and Perth as part of the Scottish Cities Alliance Smart Cities Scotland initiative.
- 1.9 When combined with the provision of wireless communication, this can deliver the potential for income generation via concession models and could contribute to economic growth via enhanced digital connectivity, as well as improved management of public infrastructure and services. This achieves the strategic objectives of the Perth City Plan which identifies the requirement for infrastructure investment to support smart growth<sup>1</sup>.
- 1.10 The Council also has discretionary powers to augment the statutory street lighting provision by supporting the lighting of events, buildings and features to enhance the night time economy. Aligned with the opportunities outlined above, there is significant untapped potential here which is beginning to be realised by many other European cities. For example Ghent has developed a comprehensive City Lighting Plan to illuminate public areas and buildings to enhance quality of life for residents and visitors.
- 1.11 Evidence from previous retail studies<sup>2</sup> suggests that the city is not visited regularly by the majority of residents within the area (57% of those surveyed have never visited Perth City Centre after 6pm). This provides opportunity for enhanced turnover if more people can be encouraged to visit and businesses stay open longer.
- 1.12 There are numerous examples globally of how decorative lighting can make a powerful statement of a city's ambition and generate increased evening economic activity. Examples within the UK are the Durham Lumiere Festival, Aberdeen's Spectra Festival of Light and, closer to home, The Enchanted Forest at Pitlochry and Perth Christmas Lights switch on. These have delivered significant economic impact. In trailing the bid for the City of Culture, the Lighting Strategy has been identified as a significant component.
- 1.13 This report, therefore, brings together these various strands in a comprehensive Sustainable Lighting Strategy (Appendix 2) and Lighting Action Plan (Appendix 3), linked to the Street Lighting Policy.

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<sup>1</sup> Perth City Plan – *Infrastructure for Smart Growth* & Big Move 5 (City Centre Placemaking)

<sup>2</sup> Perth & Kinross Town Centre Retail Study 2014 (Roderick MacLean Associates Ltd)

## **2. SUSTAINABLE LIGHTING STRATEGY FOR PERTH**

- 2.1 Perth & Kinross Council has a significant role to play in providing lighting in the city for public safety and supporting the night time economy as part of events, as well as highlighting key buildings and spaces. Greater value and consistency will be achieved by developing a strategic and integrated framework for lighting across the city. This will provide opportunities for collaboration with private property owners, event operators and securing commercial sponsorship to promote the city, individual businesses and events to visitors and investors.
- 2.2 This will bring Perth to the forefront of cities across the United Kingdom and Europe, where investment in lighting is being developed to help promotion and drive economic growth through enhancement of the tourist and evening economies. They improve safety, highlight landmarks, encourage light as an art form, add focus to regeneration projects and enhance amenity.
- 2.3 A Sustainable Lighting Strategy for Perth has been developed (Appendix 2). The overall aim of the strategy is to reinforce the attractiveness and ambience within the city, improving the balance between lighting and darkness. It also provides a safe and sustainable environment for its use and enjoyment by achieving coherent lighting schemes that are well conceived, designed and maintained.
- 2.4 The strategy will also help achieve the aim of Perth becoming a sustainable, smart city and one of the great small cities of Europe, as outlined in the Perth City Plan.
- 2.5 In order to achieve the aim, three key objectives have been identified within the strategy. These are to:
  - a) develop a Lighting Action Plan which outlines an innovative approach to design, so lighting becomes an attractive part of the street and place, promotes community safety and assists orientation for both pedestrians and road users.
  - b) continue to prioritise lighting designs in line with the Street Lighting Policy which will reduce energy use and cost, cost as well as minimise light pollution. It will also contribute to making Perth and Kinross a smarter and more sustainable place.
  - c) develop and augment Perth's character, and help achieve the ambition of Perth becoming one of Europe's most attractive small cities.

## **3. PERTH LIGHTING ACTION PLAN**

- 3.1 The Perth Lighting Action Plan (Appendix 3) has been prepared to provide a framework for developing significantly enhanced feature and decorative lighting to grow the city's evening and night time economy.

- 3.2 The Perth Lighting Action Plan identifies specific potential lighting schemes which provide a consistent approach to implementing enhanced amenity and feature lighting, along with the elements which fall outside of the statutory role of the Street Lighting Partnership (SLP).
- 3.3 Elements of the Perth Lighting Action Plan have been developed with the SLP. It outlines opportunities to integrate lighting schemes with initiatives which are being delivered by the SLP i.e. new feature lighting columns can be integrated as part of the Smart Cities project.
- 3.4 The prospect of integrating developing technology, such as intelligent street lighting, into urban realm projects such as Mill Street, will provide the Council and SLP with an opportunity to access potential resources via funding streams, such as the European Regional Development Fund (ERDF) Smart City Strategic Intervention supported by Scottish Government.

#### **4. PROPOSAL**

- 4.1 It is clear the role of lighting will continue to have a significant impact on the way the city functions and performs at night. The Sustainable Lighting Strategy encourages the integration of statutory lighting requirements with opportunities to reduce the impact of lighting on energy use through renewable energy sources and low carbon technology; the use of lighting infrastructure as a platform for the development of smart technology; and using amenity and feature lighting to generate interest in, and use of, the city at night to support economic growth.
- 4.2 The Sustainable Lighting Strategy will deliver a series of initiatives which combine both public and private sector investment. The Perth Lighting Action Plan builds on this. It also outlines a cohesive approach to lighting of the city in order to encourage both residents and visitors to come to specific events and retail areas during the night time to support growth of the city economy.
- 4.3 The Perth Lighting Action Plan has been developed following grant assistance from the Scottish Government and will form part of its Town Centre Toolkit (Planning Pilots). This outlines best practice for improving the vibrancy and vitality of Town and City Centres across Scotland.
- 4.4 The Perth Lighting Action Plan highlights a number of key areas including; the marking of key gateways into Perth; key retail areas; architectural lighting of individual iconic public and private buildings; events lighting and natural features and public spaces.

- 4.5 A series of priority projects addressing those areas have been identified as;
- a) Kinnoull Hill/Tower – *Potentially create a gateway to the east of the City Centre which is unrivalled in Scotland and capable of being lit to reflect national events*
  - b) *2 High Street – create a gateway to the High Street and Tay Street. To be implemented as part of the refurbishment project.*
  - c) *1-5 High Street – create a gateway to the High Street, by complementing the scheme at 2 High Street.*
  - d) Tay Street streetscape and properties including St Mathews, the Sheriff Court and the Fergusson Gallery – *Promote the river as a destination within the City Centre.*
  - e) Broxden and Inveralmond roundabouts – *Promote the City of Perth as a destination from key transport networks to the west.*
  - f) Mill Street Cultural Quarter, Broxden Park & Ride and South Inch Car Park – *these will be trial sites for intelligent street lighting and Wi-Fi as part of the ERDF Smart City Projects*
- 4.6 The Council, at its meeting on 11 February 2016, agreed to provide £100,000 of funding to support the Lighting Strategy. This funding will be used to progress one of the projects outlined above.
- 4.7 There is an opportunity stemming from emerging technologies to develop new business models for smart and sustainable lighting. These would link energy and operational/maintenance cost savings with potential revenue generation through the delivery of other services from assets such as street lights. This would allow investment to take place in new infrastructure on the basis of operational savings and revenue generation.
- 4.8 In addition, current revenue funding to support for events and festivals should be used as a lever to attract commercial sponsorship. This should also promote a procurement framework which moves from capital investment in fixtures and fittings to revenue funding and support for the rental of temporary installations and replacement of lighting fittings. The provision of a constantly evolving and changing offer to night time customers and visitors will help maintain interest and generate repeat visits and custom.

- 4.9 Proposals for feature and decorative lighting of private property will be taken forward by property owners. This can be encouraged through promotion of the potential benefits using evidence of returns from similar investments, advice on the design and installation of fixtures and fittings; and potential grant assistance from external sources such as the Perth City Heritage Fund for properties of architectural and historic interest. The Council will not be responsible for funding, installing or maintaining lighting schemes on private properties. As such, a commitment to maintain lighting schemes should be obtained through terms and conditions associated with external funding streams.
- 4.10 The Street Lighting Partnership is currently rolling out the LED replacement programme across the city and city region. There are opportunities for savings and reinvestment in similar dated feature lighting as part of this programme, notably the Perth Bridge, as a spend to save initiative. Efforts should continue to further offset carbon impacts through the use of renewable energy sources or energy generation from lighting infrastructure.
- 4.11 Ongoing maintenance of lighting schemes will be required to ensure that quality is maintained and that benefits are sustained. Maintenance requirements and costs will be identified within the development of business plans for lighting projects. A commuted sum should be included to provide ongoing resource for maintenance and required as part of any offer of grant assistance .
- 4.12 The Street Lighting Partnership will continue to provide maintenance and management of the improvement programme for street lighting and the maintenance of public lighting assets. Property Services will continue to maintain lighting on public buildings. This could be offered as a paid for service to private owners if desired. A City Centre Management and Maintenance Plan, will provide a framework for managing and maintaining all assets in the city including lighting and power points. This will be the subject of a future report to this Committee.

## **5. CONCLUSION AND RECOMMENDATIONS**

- 5.1 An integrated approach to lighting is critical if the ambitions of the Perth City Plan, to support growth of the evening and visitor economy, are to be achieved.
- 5.2 The Sustainable Lighting Strategy for Perth outlines a strategic approach to development and investment in lighting infrastructure in Perth to support the growth of the city.
- 5.3 The Street Lighting Policy sets out the varying lighting standards depending on the proposals and location, as well as providing the planning and technical framework for lighting designs.

5.4 The complementary Perth Lighting Action Plan identifies specific lighting schemes and projects to provide a framework for investment in lighting by the public and private sector. It focusses on promoting the city's cultural and heritage assets and retail and leisure offer. It also ensures the implementation links with other infrastructure investment and does not come at a cost to the natural environment.

5.5 It is recommended that the Committee:

- (i) adopts the Street Lighting Policy, Sustainable Lighting Strategy for Perth and the Perth Lighting Action Plan as a policy, strategy and framework to secure investment and collaboration to lighting in the City of Perth to support growth of the city and the tourist and evening economy.
- (ii) notes the allocation of £100,000 through the budget process to take forward one of the projects identified in paragraph 4.5.
- (iii) requests the Director (Environment) to seek out additional funding and sponsorship to implement the projects highlighted within the Action Plan

#### Authors

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#### Approved

Name	Designation	Date
Barbara Renton	Director (Environment)	2 May 2016

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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 /Perth City Plan	<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>None</b>
Strategic Environmental Assessment	<b>None</b>
Sustainability (community, economic, environmental)	<b>None</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

#### Community Plan / Single Outcome Agreement

- 1.1 The Perth and Kinross Community Plan / Single Outcome Agreement in terms identifies the following priorities:
- (i) Giving every child the best start in life
  - (ii) Developing educated, responsible and informed citizens
  - (iii) Promoting a prosperous, inclusive and sustainable economy
  - (iv) Supporting people to lead independent, healthy and active lives
  - (v) Creating a safe and sustainable place for future generations
- 1.2 The activities contribute to the Community Plan's strategic objectives of 'Promoting a prosperous, inclusive and sustainable economy', and a 'Safe Welcoming Environment' and the outcomes of 'a thriving, expanding economy' and 'employment opportunities for all'.

## Corporate Plan

1.3 Perth and Kinross Council Corporate Plan 2013/2018 sets out five strategic objectives:

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

1.4 This report relates to Objective No (iii) 'Promoting a prosperous, inclusive and sustainable economy' and the outcome of 'Thriving, expanding economy' by encouraging and supporting business growth and Objective No (v) 'Creating a safe and sustainable place for future generations'.

## **2. Resource Implications**

### Financial

2.1 Significant public and private funding will be required to implement lighting schemes and projects and requires a phased programme of investment utilising different funding streams. Council revenue funding could be used for replacement of existing feature lighting at reduced costs as a spend to save initiative, and Council capital investment through integration of lighting proposals in the public realm, commercial sponsorship and external grant funding.

### Workforce

2.2 There are no workforce implications as a result of this report.

### Asset Management

2.3 The report identifies the need for maintenance of both public and privately owned lighting assets and recommends this is provided for via commuted sums and grant conditions and that operational responsibility remains with the Street Lighting Partnership and Property Services

## **3. Assessments**

### Equality Impact Assessment

3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

3.2 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:

- (i) Assessed as **not relevant** for the purposes of EqIA.

#### Strategic Environmental Assessment

3.3 Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all qualifying plans, programmes and strategies, including policies (PPS). The proposals have been considered under the Act and pre-screening has identified that the PPS will have no or minimal environmental effects, it is therefore exempt and the SEA Gateway has been notified. The reason(s) for concluding that the PPS will have no or minimal environmental effects is that it is part of a strategic approach to minimise energy use and link with future capacity to generate renewable energy as part of broader collaborative action across Scotland's cities via the Scottish Cities Alliance which have already been environmentally assessed.

#### Sustainability

3.4 The proposals have been considered under the provisions of the Local Government in Scotland Act 2003 and the Climate Change (Scotland) Act 2009 using the Integrated Appraisal Toolkit and will contribute to the sustainable development of Perth and Kinross where it supports promotion of.

#### Legal and Governance

3.5 No issues as the proposals will use established procurement and contract measures.

#### Risk

3.6 Risks and the controls required to mitigate any risks will be reported through the Council's risk management process where the Council is the lead on individual projects.

### **4. Consultation**

#### Internal

4.1 The Heads of Legal and Governance, Democratic Services and Finance have been consulted in preparation of this report.

#### External

4.2 Initial proposals were considered and supported as part of the consultation with the public and businesses on the Perth City Plan.

## **5. Communication**

- 5.1 Communications promoting opportunities for participation will be undertaken via Perth City Centre Management media channels and amendment of promotional material in relation to the repair and improvement of property.

## **2. BACKGROUND PAPERS**

- 2.1 Perth and Kinross Council, Report on Perth City Plan, 24 February 2016.

## **3. APPENDICES**

Appendix 1 - Street Lighting Policy

Appendix 2 - A Sustainable Lighting Strategy for Perth

Appendix 3 - Lighting Action Plan (full colour copies of this document will be available in the Members' Lounge and also under the 'Meeting Documents' section below the Agenda online).





## **STREET LIGHTING POLICY FOR PERTH AND KINROSS COUNCIL**

"Right light in the right place at the right time"

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## **Introduction**

The provision of a street lighting service on the public roads and footpaths throughout the Council area is generally taken for granted nowadays and is seen as a basic service that the local authority should provide to its citizens.

Under current legislation, the responsibility to provide street lighting within Perth & Kinross is given to the Council as the statutory local roads authority. Section 35, of the Roads (Scotland) Act 1984, (RSA 1984), sets out the powers and duties covered by this legislation. The act does not directly impose an obligation on the Council to provide street lighting. It does however require that the Council to consider what lighting is appropriate in terms of road safety and accident reduction. Once street lighting has been provided, it is the Council's statutory duty to ensure that it is functioning correctly and inspected and maintained to a safe standard.

It has been demonstrated through a number of National acclaimed research projects that in addition to improved road safety and accident reduction, good quality and well maintained street lighting also has a positive effect as a deterrent against crime and reduces the public's fear of becoming a victim of crime. There is however no statutory duty or adequate funding in place to provide lighting for this purpose alone.

There are several benefits of providing an effective street lighting service which are linked and support the Council's corporate objectives relating to Road Safety, community safety, social inclusion and quality of life including:

- To prevent night time personal injury accidents
- Reduce street crime
- Reduce the fear of crime
- Promote sustainable transport (public transport, cycling and walking)
- Facilitate social inclusion by providing freedom to use streets after dark
- Support the 24 hour leisure economy, promoting economic development
- Provide safe access to educational facilities supporting life long learning
- Assist emergency services to identify locations and shorten response times

An effective street lighting service contributes significantly to the following:

- Making Perth & Kinross Council one of the leading green authorities in Scotland
- Improving local conditions for economic development
- Improving community safety
- Targeting support to vulnerable communities
- Making Perth & Kinross Council a top performing Council

Energy consumption and carbon reduction agenda is of growing importance in day to day society and the aim of this Policy document is to put in place a strategy for providing an effective modern day street lighting service which takes account of the following key factors:

- rising energy costs
- nuisance potential from light pollution
- environmental impact in the form of greenhouse gases (CO<sub>2</sub>)

The reduction of CO2 emissions is seen to be as important as potential financial savings and this has been echoed in recently introduced CRCEE legislation which will impose penalties on Councils failing to meet their carbon reduction targets.

## **1) Where We Light**

Lighting has been shown to be effective as a road safety measure and as a deterrent to crime. As mentioned above, the Council as Roads Authority has to determine where it is necessary to provide and maintain lighting on public roads. Equally, the Council also has a duty of care in other public areas and therefore, lighting is also to be provided and maintained by the Council in many non-road areas as appropriate.

Guidance for the design of street lighting is offered by British Standard, BS 5489 supported by BS EN 13201 which set out design and measurement methods. It should be noted that these standards are not compulsory.

The standard of lighting in the British Standard categorises the roads on the basis of usage and environmental factors. These categories are used as headings in the following proposals:

### **Traffic Routes**

In Perth & Kinross Council the only roads meeting the criteria for traffic routes lighting are the defined Traffic Sensitive and Strategic Routes plus a small number of additional routes.

Lighting only to be provided within speed controlled areas i.e. urban areas. De-restricted areas are not normally lit, however areas with special requirements e.g. accident black spot, will be considered on their own merits for a site-specific treatment.

### **Subsidiary Roads – Adopted Roads and Footpaths (Council List of Roads)**

Generally any adopted road within an urban area will be lit. Refusal to install or removal of lights in an urban area must be justified on a site-specific basis.

### **Subsidiary Roads – Non -Adopted Roads and Footpaths (Council Owned)**

Such roads will be treated as adopted roads.

### **Subsidiary Roads – Non -Adopted Roads and Footpaths (Private Roads)**

These are private roads with no Council ownership / responsibility. No new lighting will be provided on private roads. Any existing lighting removed on apparatus public safety grounds will not normally be replaced.

### **Non Road Areas – Car Parks and other Council Areas (Council Owned)**

Lighting provision in these areas will generally follow the precedent for road lighting i.e. if area served by a lit road, lighting will also be provided. Maintenance cost would be recharged to the appropriate Council Service.

## **Non Road Areas – Private Areas**

No lighting to be provided and any existing street lighting presently maintained by the council to be removed as and when appropriate.

## **2) Operational and Service Delivery**

Since the 1st April 2006, street lighting services for both Dundee City and Perth & Kinross have been delivered through a joint shared services approach through the Street Lighting Partnership. The partnership has been a great success and has managed to streamline administration, reduce duplication and demonstrate a Best Value approach against a set of strategic performance criteria.

Operational delivery of the service is by means of an integrated organisation comprising Tayside Contracts, Dundee City and Perth and Kinross street lighting employees.

Responsibility for the service delivery is through a Partnership Board consisting of Officers from the Dundee City Council, Perth & Kinross Councils and Tayside Contracts.

### **2.1 Health & Safety and Competency**

The Street Lighting Partnership operates and is approved to National Highway Sector Scheme. The scheme is made up of two parts, QA Registration to ISO 9001 and Registration of Competent Persons. Sector Schemes cover a full range of equipment and services required on the Highway for those that are installing and maintaining services. The scheme has a strong element of training and ongoing competence assessments to reduce personal injury and accidents.

### **2.2 Inventory and Asset Management Systems**

The WDM licensed database of Perth & Kinross Council's street lighting asset data is part of the Asset Management system. The database holds extensive details of all the units including geographical locations. The Councils Customer Service Centre uses this system to identify and log fault reports from the public.

The Lighting Management System (LMS) which is part of WDM is a useful management tool and provides an extensive range of management reports. These include age/condition of the asset, energy consumption, electrical testing data, performance indicators and financial information. A full audit trail of inspections, repairs and replacements can also be accessed.

Records of underground lighting cables are held as hard copies backed up by AutoCAD drawings. This information is being converted and saved to the LMS database so that Utility plant enquiries could eventually be serviced on line. The operational nature of this data means that it is checked and updated on an ongoing basis. This regular checking gives confidence in the reliability of the data.

A more detailed explanation of how the asset is managed is recorded in the Street Lighting status report which forms part of the overall Road Asset Management Plan

(RAMP). The status report also contains a status on the condition of the asset and a valuation report prepared against recently introduced CIPFA Guidelines.

### 2.3 Links to other Policies

The Sustainable Lighting Strategy for Perth and Kinross Council is currently being updated to help promote the character of Perth City and enhance the public realm.

The aim of the strategy is to reinforce the atmospheric nature and character within the city, improving the balance between lighting and darkness, and provide a safe environment for its use and enjoyment by achieving coherent lighting schemes that are well conceived, designed and maintained.

This policy should be considered alongside the Sustainable Lighting Strategy for all new Road Lighting installations.

## 3) Standards and Quality of Lighting

Lighting is designed to meet the standards recommended in BS5489. The level of light can be varied over time to suit the usage of the area to be lit. The 'quality' of light provided also varies to suit the location. All lighting designs must be carried out and approved by appropriately qualified engineers who hold the Institution of Lighting Professionals Lighting diploma or equivalent.

The following key themes have been gathered from either local consultation or information gathered through national and regional consultation. This information has been used to influence the proposals on lighting policy:

- The residents of Perth & Kinross Council feel safer with white light
- The quality of lighting matters more to pedestrians and residents than to vehicular traffic
- Varying lighting levels to match the usage of an area is acceptable
- The minimum lighting standards recommended in BS5489 are adequate for general security

### 3.1 Lighting Sources / Types

Recent improvements in technology has resulted in more availability for energy efficient street lights such as LED. There are however a number of inefficient lanterns (namely SOX & SON) currently installed throughout the Perth and Kinross Council area. The street lighting asset is made up of the following lamp types:

Lamp Type	Number
SOX	10335
SON	9255
Metal Halide	524
Fluorescent	3667
LED	1325

### 3.2 Lighting Levels

Lighting Levels are recommended based on the nature and usage of an area. The lighting levels will meet the requirements and standards of BS5489.

### **Influencing Factors**

- National consultation exercises has shown that the quality of lighting is much more significant than the quantity. Quality lighting is characterised by its uniformity and colour rendering ability.
- The principle employed are to provide a suitable base level in all lit areas and increase the levels in areas and at times when the usage dictates.
- No reduction in lighting levels or adaptable lighting levels within high amenity areas e.g. town centre or shopping districts is planned.

### **3.3 Electronic Control Gear**

Street lighting lanterns contain control gear to allow the lamps to operate correctly. Traditionally this was electromagnetic which has relatively high energy losses. All new white light and LED lanterns are now specified with electronic control gear which reduces these losses and hence energy used and contributes to an extended lamp life.

### **3.4 Photocells**

Switching on and off times of lighting is generally controlled by a photocell that brings the lights on when the level of daylight drops below a pre-set level and switches them off again the next day when the level of daylight increases. Photocells used in Perth & Kinross Council have traditionally been calibrated to switch on at 70 lux and off at 35 lux. This figure was set to allow some of the older style low pressure (orange) lamp technology to run up to full brightness. The modern LED and white light replacement lamps now take a much shorter period to run up to full brightness. It is therefore proposed to carry out trials to review the lux level of switch on/off. It is hoped that declared annual burning/operating hours can be reduced which will reduce overall energy consumption and the Councils Carbon Footprint.

### **3.5 Variable Road Lighting Levels (Dimming)**

Electronic control gear now comes with the ability to vary the light output of the lamp as standard. It is proposed to introduce variable lighting technology. Lanterns shall be provided with pre-set single step dimming control. The luminaires shall be dimmed by 30% between midnight and 06.00am.

Other switching times and levels will be considered and used as appropriate. Lighting Designers will however ensure on a site by site basis that any reduced levels of lighting will meet the minimum lighting level requirements of BS 5489.

The introduction of the variable lighting technology will provide a significant carbon and energy reductions to the Council in future years and provides a more public acceptable alternative to just switching lights off.

## **4) Reactive Maintenance Services**

The Council is responsible for providing and maintaining good quality street lighting across Perth & Kinross Council making our communities feel safer, extending the leisure and working day and reducing the fear of crime.

Maintenance activities are prioritised within the limits of available budgets as follows:

1. Ensure the safety of existing equipment
2. Keep existing lights working
3. Improve reliability of existing lighting
4. Upgrade lighting standards in areas already lit
5. Provide lighting in unlit areas (only if funded by others)

#### 4.1 Service Standards

Service	Measured By	Target Compliance
Safety	Electrical testing of all equipment shall be undertaken at a frequency of 6-8 years.	100%
	Emergency faults shall be made safe or repaired within 4 hours of notification.	100%
Condition	The percentage of street light columns exceeding their expected service life (ESL) should be no more than 25%.	< 25%
	A non-emergency fault shall be rectified within 7 working days (Single Outage)	100%
	Average time taken to repair faults to restore lamps to working order.	2.6 days

#### 4.2 Evening Inspections of Lights (Scouting)

The Council no longer carries out a night scouting facility for faulty street lighting, illuminated signs and bollards.

The public are encouraged to report faults by phone on the Councils free phone customer care number 0800 23 23 23 between 9am and 5pm Monday to Friday.

#### 4.3 Emergencies

Emergencies are responded to within 4 hours and cover the following

- Lighting column, control pillar, lit sign pole damaged by vehicles
- Loose lanterns brackets, signs likely to fall and endanger the public
- Damage to lighting cables or overhead lines
- Lighting column or control pillar door missing and wiring disturbed
- Groups of lights and single lights out are not normally classed as emergencies and will be passed for repair the next working day.

#### 4.4 Out of Hours Emergencies

An out of office hours and weekend emergency callout service is in place 365 days a year to deal with the Emergencies listed above.

- Tayside Police will record and process all calls received from the Public.
- Any issues identified are either rectified immediately if public safety is involved or programmed for upgrading at a later date.
- In cases of direct Public Safety, the Standby Operative will be called by the Police Control Room to investigate and decide on the appropriate action to be taken.
- On the first working day after any holiday shut down, all non-urgent requests will be dealt with.

## **5) Preventative Maintenance Services**

Routine or preventative maintenance is a range of cyclic activities designed to help the lighting stock operate in an efficient manner. This regime includes statutory electrical testing, structural testing, visual inspections & column numbering.

These activities are designed to maintain the design standard of illumination and to ensure the equipment remains in a safe condition.

### **5.1 Electrical Testing**

- All new installations and alterations to the existing infrastructure are tested prior to commissioning.
- Routine testing to all installations is planned for every 6-8 years. This is a specified requirement in the Electricity at Work Regulations and BS7676 IEE Wiring Regulations.
- The results arising from electrical testing is used as a driver for future programmed maintenance and if appropriate, replacement.
- Any installations found during the testing process to be of electrical safety concern will be made safe at the earliest opportunity.

### **5.2 Structural Testing**

Selection of equipment is initially completed using inventory records. Columns older than 30 years and higher than 8m are to be structurally tested. Priority is given to columns on major traffic routes, high pedestrian areas of activity, age and visual condition. 1990 was the last year that non-galvanised steel and concrete columns were being installed. Since that time the more sustainable materials of galvanised steel and aluminium which are considered to have a longer life expectancy have been installed.

Note: The council will have a zero tolerance in regard to fixing illegal/unapproved attachment to lighting columns and these will be removed at the earliest opportunity.

### **5.3 Column Painting**

It is now the policy to use aluminium columns for all new column replacement projects in the city. Due to their construction and corrosion resistant qualities, aluminium columns require no maintenance painting.

## **5.4 Group Lamp Replacement**

It has been demonstrated through a Best Value analysis that the maintenance cost of certain lamp sources can be operated more cost effectively if a bulk lamp change of lamps is carried out just prior to their expected end of life.

## **5.5 Inventory Inspections and Numbering**

Keeping inventory and management information up to date is vital to maintaining the Asset. Regular Inventory checks are carried out along with re numbering to ensure that the information contained within the computerised asset management system and the various reports that it produces (e.g. energy) is valid and up to date.

## **6) Prioritising Lighting Column Replacement**

Street Lighting renewal is funded through the Council's Capital budget allocation each year. Information collected from the asset management database is assessed and renewal schemes are prioritised on an ongoing risk managed basis. Lighting replacement is also prioritised using an assessment system which considers age, structural condition, electrical condition and other environmental factors.

In terms of best practice and where funding allows, a strategy of linking the footway maintenance budget to the lighting replacement projects is in place. This will achieve overall project cost reductions and maximise the use of joint resources.

In addition to the above columns, individual columns that are identified through routine inspections and structural surveys as presenting an imminent danger will be replaced at short notice.

Requests from the public in relation to improvements due to claims of poor lighting levels are unlikely to be progressed but will be kept on file until alternative means of funding can be made available.

## **7) New and Replacement Installation Standards**

All street lighting materials are procured through the Scotland Excel Street Lighting Materials Framework Contract. Individual specifications are available for each material type. The same specifications are used for new housing developments or any other installation that will be adopted by Perth and Kinross Council.

## **8) Environmental Issues**

### **8.1 Carbon Reduction Commitment**

The Scottish Government's second Report on Policies and Proposals (RPP2) maps out to 2027 how Scotland's ambitious climate change targets, set out in the Climate Change (Scotland) Act 2009, and the transition to a low-carbon society will be achieved. It recognises the critical role of the public sector in leading Scotland to achieve this. Street lighting can account for up to 25% of local authorities' electricity spend and related carbon emissions.

Perth and Kinross Council has committed to replacing 17,500 lanterns with LEDs which will deliver annual energy savings of 4,056,820 kWh which represents a 40% reduction in the Council's total unmetered energy consumption.

Annual CO<sub>2</sub> emissions saved are 2,163 tonnes. Over the life of the project a reduction of 43,260 tonnes of CO<sub>2</sub> emissions will be achieved.

This reduces the Council's future exposure to increasing electricity prices. Maximises the carbon reduction savings as part of the Carbon Reduction Commitment (CRC).

Street Lighting energy consumption has been included within Carbon Reduction Commitment Scheme from 1st April 2014. As a result Perth and Kinross Council will incur a carbon fee of approximately £90,000 per annum. This investment to convert 17,500 street lights to LED will generate sufficient savings to pay for Carbon Reduction Credits.

## **8.2 Energy Consumption Methodology**

Unmetered electricity is traditionally paid for by an assessment system based on published consumption figures for each lamp type and a fixed annual number of operating hours giving an estimated annual consumption (EAC). Recent changes in operating hours now favours the power supply companies and providing meters for all street lights would be prohibitively expensive. A more accurate alternative is the method which simulates a half hourly charging regime - "passive half hourly metering". This method uses fixed offsets linked to sunset and sunrise times to calculate operating hours. This information is processed by a 'Meter Administrator' accredited to OFGEM.

Being able to purchase electricity from the half hourly trading market makes what is paid for more accurate and hence can reduce costs. It also has major positive implications related to the carbon reduction commitment.

Electricity for street lighting is procured through Procurement Scotland as a Category A commodity. This Contract benefits from the economy of scale of collaborative procurement. The trading model used allows for parcels of electricity to be purchase in advance when prices are forecast to be at their lowest. This approach is preferred to the high risk approach of purchasing all your electricity requirements on a single day when prices may be high.

## **8.3 Implementation of Variable Lighting Systems**

In general terms the two-step dimming process in the policy will provide saving on energy consumption and hence carbon emissions.

The new lighting policy design standards and the introduction of variable lighting in locations where appropriate will be rolled out through the LED Lantern Replacement Project.

## **8.4 Light Pollution**

All artificial lighting, including Street Lighting causes 'Light Pollution'. Light pollution is wasteful and this waste is minimised as follows:

- Providing lighting only in places where considered necessary as detailed in the Roads Scotland Act Part IV Section 35 (i) and as detailed in section 1 (Where We Light) of this policy statement.
- Keeping lighting levels to the lowest acceptable standards as detailed in tables 5 and 6.
- Specifying luminaries that direct all light below the horizontal. The need to provide some illumination to areas surrounding the road makes shallow bowl luminaries the most economic.
- Intrusion potential is considered at the design stage and where possible, lights are located on boundary lines of properties and away from windows.

Perth & Kinross Council Street Lighting have for many years followed the Guidance issued by the Institution of Lighting Engineers – “Guidance Notes for the Reduction of Obtrusive Light

The Scottish Government Guidance Note “Controlling Light Pollution and Reducing Lighting Energy Consumption” deals with wider issues of energy consumption and is also taken account of when carrying out lighting designs and renewal projects.

## **8.5 Recycling**

The aim is to recycle or re-use 100% of street lighting equipment affected by maintenance or replacement programmes.

The Waste Electrical and Electronic Equipment Directive (WEEE Directive) was introduced in January 2007. The directive aims to reduce the amount of electrical and electronic equipment being produced and to encourage everyone to reuse, recycle and recover it.

As such the Council has a responsibility to ensure compliance with the directive with regard to disposal of electrical equipment. Through the Street Lighting Partnership, Tayside Contracts has in place arrangements with disposal and recycling companies who offer collection services from the three Tayside Councils. The cost of recycling is recovered by the companies through the WEEE levy imposed on electrical purchases.

In relation to lanterns and other materials arising from lighting renewal projects, designers will assess the condition of lanterns being replaced and if in good condition it will be used to service maintenance replacements. The use of mercury free SON lamps is also a preferred in order to minimise the affects on the environment.

## **8.6 Removal of Lighting and Lit Signs**

The document that governs the type, detail and use of all road signs namely, the Traffic Signs Regulations and General Directions (TSRGD) has been updated.

Due to improvements in road sign manufacturing processes and the reflectivity of sign facing materials there has been a change within the latest version of the TSRGD greatly reducing the occasions where traffic signs need to be lit.

Some of the most common changes are as follows:

- warning signs (when not on a trunk or principal road)

- regulatory signs (when not on a trunk or principal road)
- driver information signs (all roads)

Whilst a Roads Authority could still elect to light such road signs on the basis of road safety / improved driver information, it is proposed to take a stricter approach with the TSRDG and only light such signs in exceptional cases where a site specific risk assessment supports that course of action. In addition it is proposed to implement a programme of removing lighting apparatus from existing road signs where no longer required by the TSRGD.

In addition to the unnecessary lighting of some historic road signs, consideration also needs to be given to the occasions where lighting is no longer needed or does not perform the function it once carried out. Such situations could include, bypassed roads, sections of rural roads out with settlements, roads where housing or industrial units have been demolished or where a public facility is no longer in use.

## **9) Financial Budgets and Expected Levels of Service**

### **9.1 Cost Categorisation Assessment**

A complete cost categorisation assessment has been prepared. This analysis looks at the actual financial costs for delivering and implementing this approved Street Lighting policy. The cost categorisation forms part of the overall Road Asset Management Plan (RAMP).

The analysis also reviews existing levels of service against both local and national performance indicators which have been developed to take account of current Statutory or Industry (Code of Practice) requirements.

### **9.2 Budget Requirements**

The analysis above also reviews the financial budgetary requirement to maintain the existing levels of service in line with the Policy. It identifies any short fall in allocated budget which in turn allows levels of service to be amended on risk assessment basis in order to match financial funds available.

## **10) Further Information / Contacts**

Further information on Street Lighting issues can be obtained from:

Street Lighting Partnership Manager, Lisa Chiles, telephone number 01382 834132.

Street Lighting Senior Engineer, Scott Denyer, telephone number 01738 476948.



# A Sustainable Lighting Strategy for Perth

**December 2015**



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- 2 Aim
- 3 Objectives
- 4 Achieving the Objectives
- 5 Delivery and Next Steps

## APPENDIX A: LIGHTING PRINCIPLES

The purpose of this report is to link in with the Perth City Plan and outline a cohesive approach to lighting in the City of Perth and wider city region. The report has been written in collaboration with the Street Lighting Partnership and takes into account the Scottish Cities Alliance SMART growth agenda. Funding towards the Lighting Plan has been secured from the Scottish Government.

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# A SUSTAINABLE LIGHTING STRATEGY FOR PERTH

## 1 Introduction

- 1.1 Lighting<sup>1</sup> can transform the appearance and image of a place. This is especially true of Perth where the physical form of the city and the grandeur of its buildings can be dramatically revealed through the use of well-designed lighting. This becomes particularly significant in the dark winter months when lighting can have a powerful influence on the appearance and atmosphere of the city.
- 1.2 Lighting also accounts for about 50% of energy consumption in cities. This challenge also provides Perth and Kinross Council with an opportunity to achieve significant energy and carbon footprint reductions over the next 10 years, and remains the reason behind increasing investment in the deployment of LED lighting across UK cities.
- 1.3 The approach to lighting in the city can also significantly enhance the attractiveness of the city for tourism and the visitor economy. As cities compete for visitors - innovative lighting solutions can transform unattractive or run-down areas into livable, attractive, spaces, and facilitates for people to meet. Protecting darkness and dark skies is also important. The mission of the International Dark-Sky Association (IDA) is *to preserve and protect the night time environment and our heritage of dark skies through environmentally responsible outdoor lighting*. Global Initiatives like Earth Hour and the UN's International Year of Light (2015) bring awareness to the effects of light and energy consumption. Adopting a lighting strategy can assist in coordinating and helping to reduce the impact of lighting; protecting the contrasts created by the atmospheric character of the city.
- 1.4 The quality and type of lighting can also impact human health and comfort. Good ambient lighting can relax, soothe or provide excitement and enhance the local street scene. Lighting that can adapt automatically to meet the individual needs is technologically possible and offers potential benefits to people including the elderly and infirm.
- 1.5 The Perth City Plan sets out the strategic objectives to make Perth one of the finest small cities in Europe and therefore needs to be seen as one of the most innovative cities on lighting.
- 1.6 Lighting is a critical component in the design of high quality public realm and it has an important role in supporting place-making across the city. The Placemaking Guide for Perth and Kinross Council identifies the need to develop and implement high quality lighting schemes as part of the City's continued development.

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<sup>1</sup> Street Lighting, lighting of buildings and public spaces

- 1.7 Perth and Kinross Council has a significant role to play in lighting the city. It is responsible for road and street lighting, events lighting and features within the City Centre, housing amenity lighting, park lighting and city dressing projects, including Christmas lighting and tree lighting. However, greater value can be achieved by developing a more strategic approach to lighting across the city.
- 1.8 Other cities<sup>2</sup> across the United Kingdom have developed lighting strategies to help promote their cities. They enhance safety, highlight landmarks, encourage light as an art form, add focus to regeneration projects and enhance amenity.
- 1.9 LED and Intelligent Street Lighting is currently being developed and aims to demonstrate how cities like Perth could use them to reduce carbon emissions and increase public safety. Across Europe LED lamps are now gradually being introduced in the market. Wide scale LED usage is helping to significantly reduce energy consumption, in accordance with the goals of the European Commission's *Digital Agenda for Europe* and the EU Green Paper '*Lighting the Future*'.
- 1.10 In the UK many local authorities<sup>3</sup> are planning or implementing the conversion of their existing streetlights to new LED lights bringing cost savings and environmental benefits. In Scotland, the Scottish Futures Trust is developing a programme to help local authorities implement LED lighting across their areas. This includes a web based toolkit with guides, proforma technical and financial models and exemplar business cases. Perth & Kinross Council is currently rolling out a LED capital replacement programme which will see the replacement of 17,000 streetlights. The replacement phase which covers the City Centre has already been completed.
- 1.11 The Lighting Strategy will be used to help deliver a coherent and coordinated lighting regime across the city and to identify where lighting can additionally be used to reinforce and highlight the special characteristics of the city.

## **2 Aim**

- 2.1 The overall aim of the strategy is to reinforce the attractiveness and ambience within the city, improving the balance between lighting and darkness, and provide a safe environment for its use and enjoyment by achieving coherent lighting schemes that are well conceived, designed and maintained.
- 2.2 The strategy will also achieve the aim of Perth becoming a sustainable, smart city and one of the best small cities in Europe, as outlined in the Perth City Plan, by linking in with the Smart Cities Scotland agenda and the emerging Smart Perth and Kinross Strategy.

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<sup>2</sup> Glasgow, Hull, Derry, Gloucester and Edinburgh

<sup>3</sup> Leeds, Birmingham, London and Greater Manchester Region

### 3 Objectives

3.1 In order to achieve the aim, three key objectives have been identified:

1. To develop a *Lighting Action Plan* which outlines an innovative approach to design, so lighting becomes an attractive part of the street and place, promotes community safety and assists orientation for both pedestrians and road users.
2. To continue to prioritise lighting designs in line with the Street Lighting Policy which will reduce energy use, cost and minimise light pollution, and contribute to making Perth and Kinross a smarter and more sustainable place.
3. To develop and augment Perth's character, and help achieve the ambition of Perth becoming one of Europe's most attractive small cities.

3.2 The objectives have been developed to reflect the range of roles that lighting can play in the life of a city and apply to Perth at a local level to reflect local distinctiveness as well as on a strategic city wide basis.

### 4 Achieving the Objectives

4.1 The following section sets out how the Council will seek to achieve these objectives.

***Objective 1: To develop a Lighting Action Plan which outlines an innovative approach to design, so lighting becomes an attractive part of the street and place, promotes community safety and assists orientation for both pedestrians and road users.***

4.2 Lighting defines how parts of the city are experienced and is a particularly important aspect of the conservation areas. At its most simple level, street lighting must provide a safe and comfortable environment for pedestrian and road users. Road users must also have acceptable lighting levels that comply with national standards. In most parts, street lighting is the sole method of lighting our streets; however, in some cases this can be supplemented with other sources, such as building or special effect lighting which is becoming increasingly important in enhancing the attractiveness of the street environment.

4.3 Government policy, *Designing Streets*, outlines an approach to the way in which street design and layout should be addressed. The policy recognises that the general urban design and geometry of streets can be influenced by detailed design issues such as lighting.

4.4 The Perth and Kinross guide to placemaking sets the context for lighting in relation to street design and reflects the aspirations of government policy. This guidance provides additional context to street design, highlighting particular street patterns and relationships. In Perth, many streets have conservation area status and individual buildings are listed. This requires greater consideration of the effects of new features such as lighting.

- 4.5 Examples of best practice will be sought from the rest of the UK and Europe. For example, Ghent, in Belgium, has developed a reputation for its innovative lighting work in recent years, winning design awards for a policy of up-lighting historic buildings with warm-white light. It also hosts a free-to-visit winter festival which maps out 30 light installations along a walking trail around the city centre, illuminating historic and often-missed buildings.
- 4.6 In the UK, Lumière festivals like those held in Durham and Derry, provide an opportunity to completely transform a city's appearance over 3-4 days. The 'Enchanted Forest' held every year in Pitlochry and Aberdeen's Spectra Festival of Light, are examples of a lighting show which provides a significant boost to the local economy.
- 4.7 The Perth Lighting Action Plan will provide a cohesive framework for developing and implementing significantly enhanced feature and decorative lighting to grow the city's evening and night time economy.
- 4.8 The Perth Lighting Action Plan will outline a series of initiatives which combine both public and private sector investment. A number of key areas will include the marking of key gateways into Perth; key retail areas; architectural lighting of individual iconic public and private buildings; events lighting and natural features and public spaces.

**Objective 2: To continue to prioritise lighting designs that will reduce energy use, cost and minimise light pollution, and contribute to making Perth and Kinross a smarter and more sustainable place.**

- 4.6 A *Street Lighting Policy*<sup>4</sup> has been developed for Perth and Kinross. A range of different lighting standards and designs is proposed, depending on the type and location of the street and/or space. The Street Lighting Policy provides the technical requirements for lighting designs and sets out the level of information required by the council and planning authority for any new scheme.
- 4.7 Generally new lighting schemes will need to consider the following:
- Its location within the street hierarchy which will determine the type of equipment and level and tone of lighting;
  - Historic research evidence produced to inform the lighting design solution
  - The family of columns and lamps to be used;
  - The need to retain or replace or replicate any historic or original street light fittings;
  - The mounting height, column and lantern style;
  - The potential and physical impact of any lighting attachments to listed and historic buildings within the conservation area.
  - The source type and luminance of the lighting. In most cases a warm white light colour will be used within a given range of colour temperatures;
  - Lighting levels, which should seek achieve the minimum light levels that will achieve safety for pedestrians and road users. Lighting should

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<sup>4</sup> Developed by the Street Lighting Partnership and applies to street lighting throughout Perth and Kinross

generally be in accordance with BSEN 13201-2, BSEN 13201-3, and BSEN 13201-4. Guidance on lighting design is given in BS 5489-1, *Code of Practice for the Design of Road Lighting*, to comply with the requirements of BSEN 13201. This is a guidance document only and local circumstances may require different approaches.

- 4.8 An organised and structured approach to lighting is essential if it is to have an effective role in the development and promotion of the city. New lighting schemes should be developed within a legible framework and the principles and hierarchy for lighting the city are set out in Appendix A and the Street Lighting Policy. Innovation will be encouraged within this context. An efficient delivery and management process is an important part of delivering coordinated lighting across the city.

### **Joint Working, Delivery and Management Process**

- 4.9 The Street Lighting Partnership<sup>5</sup> provides in-house design and installation and maintenance services which ensures coherence across lighting renewal programmes. Planning permission and/or listed building consent may be required for new lighting schemes within a conservation area or where they affect the character of a listed building.
- 4.10 Lighting should be considered as an integral part of the design in any new proposal (from the pre- application/ planning in principle stages through to the detailed planning stage as well as at the road construction consent stage and listed building consents). The Council will therefore expect lighting to be considered through planning and road construction consent processes in parallel. Clear objectives and quality audit processes will be expected to be applied. Planning, transport and roads teams will consult with the lighting team from the initial planning stage.
- 4.11 The Council will adopt the government policy recommendation from Designing Streets to use Street Engineering Review and Quality Audits which should be used to draw various audit processes together and test them against objectives. The technical requirements will be delivered in the context of quality management systems the Council has in place.
- 4.12 The form and positioning of lighting will be a material consideration in the assessment of planning applications and conditions will be used to control the installation of lighting equipment. The Sustainable Lighting Strategy for Perth will be adopted as supplementary planning guidance. A lighting design statement will be sought for applications that are considered to affect key views or elevations in the city.
- 4.13 Good policy advice can help to avoid the detriment to amenity. The Street Lighting Policy will provide technical advice. Control of light pollution is provided by planning conditions e.g. to prevent light spillage, guided by environmental health advice and controls. Further controls are possible if light pollution constitutes a statutory nuisance through statutory powers in the Environmental Protection Act 2008.

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<sup>5</sup> Incorporates representation from Perth and Kinross Council, Dundee City Council and Tayside Contracts

- 4.14 The Council will take the lead in coordinating the development and implementation of the overall approach to lighting in the city; relating to lighting of buildings for amenity purposes and for the lighting of streets, and public spaces. This will be in conjunction with key internal partners (including events, planning and lighting teams) and external stakeholders.
- 4.15 The Council spends significant resources on lighting and is also committed to developing a smart and sustainable city and district. Lighting accounts for about 50% of the electricity consumption in Perth and but there is the potential to save up to 40-60% of energy used in public lighting by the use of low energy LEDC lamps. Additionally, there is the potential to make further savings if Intelligent Street Lighting is installed to vary lighting levels at times of low pedestrian footfall.
- 4.16 The Council will consider the impact that lighting equipment and design has on energy consumption. Care will be taken to ensure efficient systems are used that minimise energy use and can be easily maintained. Modern equipment can focus light where it is required thereby minimising light pollution. Guidance is contained within *Controlling Light Pollution and Reducing Lighting Energy Consumption*, PAN 51: *Planning, Environmental Protection and Regulation* and PAN 77: *Designing Safer Places*.
- 4.17 Street lighting takes account of energy conservation and light spillage issues by using modern lanterns with good optical control. Trials are underway within Perth & Kinross Council for both adaptive lighting and the use of emerging technology with LED street lighting.
- 4.18 The larger roll-out of intelligent LED lighting systems in cities will be part of the creation of a sustainable smart city: These are cities where lighting innovation is interlinked to other smart city networks (communications, renewable energy, building or traffic management systems). Intelligent Lighting Systems allow individual lighting devices to be controlled and through the use of sensors, can provide direct communication between lighting devices and their local environment.

**Objective 3: To develop and augment Perth's character and help achieve the ambition of Perth becoming one of Europe's most attractive small cities.**

- 4.19 Perth is the nation's newest city. St. John's Kirk is an iconic structure that holds a symbolic position in the minds of the residents and visitors of the city. Lighting is used to reinforce this image of the Kirk and it can play a similar role in other areas, showcasing different parts of the city, reflecting local identity, supporting the place-making agenda and reinforcing Perth's status as an historical, cultural and knowledgeable city.
- 4.20 Lighting of buildings or providing feature lighting effects for special events, such as the Winter Festival, provides a mechanism for promoting the beauty of the city. This will help to reinforce the outstanding built heritage and natural qualities of Perth.

4.21 Lighting can be used to support development of an area. A refreshed lighting scheme can engender new found confidence and support other development mechanisms.

4.22 This objective will be progressed by using the following approaches:

### **Areas of Darkness**

4.23 Lighting will be used to reinforce the atmospheric nature and character of the city's streets and spaces and to enhance the impact of lighting key views and vistas. Retaining darker and contrasting areas and spaces, such as St Johns Kirk against the brighter street and facades of the High Street will be important.

### **Lighting of Buildings and Monuments**

4.24 The permanent lighting of key buildings and monuments help to highlight the cultural assets of the city. Working with owners, this needs to be carried out in a structured way so the overall impact is coherent. The focus will be on highlighting particular features and details on buildings and allowing facades to be read using lighting emitted from windows, for example. Permanent floodlighting will be avoided. The effects of light emitted from glass facades and shop fronts will be considered where they relate to a key view or vista.

### **City Dressing, Special Event Lighting and Lighting as an Art Form**

4.25 City Dressing involves the temporary enhancement of the street and public realm to highlight particular places and events. Image projection, building illumination and Christmas lighting are identified as key lighting techniques within the City Dressing Strategy.

4.26 The Winter Festival celebrations such as the Christmas lights are annual events where the atmospheric impact of lighting is used. A limited number of key public buildings and monuments are lit in association with these events. The use of colored lighting can add a dynamic tone to these celebrations. Opportunities exist to highlight events such as the night time sky (equinox moon) as well as temporary lighting of certain routes and spaces in the city on certain nights. A calendar of lighting events could be developed to support this.

4.27 Public art installations often use colored lighting and imagery to enhance their features, presence and accessibility. Targeting key gateways into the City Centre, as well as public art, will form part of the remit of development projects in and around the centre of Perth. An example of how lighting can be used to promote the presence and accessibility of places and art is the Concert Hall on Mill Street.

4.28 Lighting in its simplest form, is regarded as a form of public art and key locations throughout the City Centre will be identified for future lighting shows.

## **Development Areas**

- 4.29 New street lighting and feature lighting are an important part of development projects and the overall improvement of public realm. Lighting can be used as part of a toolkit for regeneration literally casting new light on an area and demonstrating a renewed confidence through investment. For example the development of Mill Street and the area around Perth City Hall presents opportunities to use lighting in a modern and innovative way.

## **Lighting Design Principles**

- 4.30 It is important that lighting designs are developed to bring coherence and support place-making across the city. Functional road lighting enhanced by decorative lighting should be considered alongside all other aspects of new developments and help to establish local identity.
- 4.31 Currently lighting standards and quality varies. The range of street light fittings results in a variety of light colours and intensities. The fittings in place for lighting of buildings and monuments are not being consistently maintained resulting in varied lighting effects.
- 4.32 The Council has therefore set out a series of design principles developed from a review of the Street Lighting Policy of PKC and examples of best practice from around the UK and Europe. These principles should guide the lighting of new development, any special lighting proposals and also guide street lighting design across the city. The principles are set out in Appendix A.
- 4.33 New schemes for lighting will be required to respond to these principles. General principles set out requirements for the type and colour of lighting, the type of buildings or features that should be lit and the approach that should be taken to light them and also reinforces the role of city dressing and event lighting.
- 4.34 The principles identify particular approaches for different parts of the city, including: Conservation areas, listed buildings, parks and green spaces, landmarks and key routes into Perth.
- 4.35 Prominent cultural buildings and features that reinforce the structure of the city and key parts of the city skyline are identified. Detailed guidance in the form of a City Centre design plan will provide further information on design principles for the City Centre and key areas listed above. (4.16).
- 4.36 The principles will be used to establish a set of priorities for the city. These priorities will need to be coordinated through a steering group, the details for which are set out in section 5.0, Delivery and Next Steps.

## **5.0 Delivery and Next Steps**

- 5.1 The strategy will be delivered through a number of partners, including property owners and developers. In addition to this, a key role in the delivery of street lighting improvements will be played by the Street Lighting Partnership which has responsibility for the provision of street lighting across the city. While it is expected that the more ambitious city dressing/ special event lighting schemes and artistic lighting will have to be funded as opportunities arise, the Council will consider how public investment could assist in realising an agreed programme.
- 5.2 Maintenance of lighting schemes is essential, with specific measures put in place to ensure that the scheme requirements and therefore impacts are not altered. The Street Lighting Partnership provides maintenance and manages the improvement programme for street lighting. A review mechanism will also be put in place to monitor building lighting schemes.
- 5.3 The role of the strategy is to provide greater coherence around lighting issues in the city. Addressing the objectives will achieve this. While some objectives will be addressed through the day-to-day operations of the Council working with its partners, there are key early actions arising from the strategy. The Council will take the following actions over the next 12 months to address the objectives.

## Next Steps

Objective	Actions
<p>1 To develop an innovative approach to design so lighting becomes an attractive part of the street and place, promotes community safety and assists orientation for both pedestrians and road users</p>	<p><i>Promotion</i></p> <ul style="list-style-type: none"> <li>• Appoint a lighting design consultant to identify, develop and produce a detailed lighting design plan, which audits existing architectural and decorative lighting schemes, identifies gaps in lighting provision and outlines opportunities for new lighting installations, based on a candidate list of buildings/locations provided by Perth and Kinross Council.</li> <li>• Identify funding requirements for lighting infrastructure and identify opportunities to secure resources internally (Development projects/capital bid's/SLP) and externally (Scottish Government/SSE/PKHT).</li> <li>• Integrate Lighting Plan with a calendar of lighting and night time events for the city. Programme to be developed in partnership with City Development, Cultural Services and other key partners.</li> </ul>
<p>2 To continue to prioritise lighting designs that will reduce energy use, cost and minimise light pollution, and contribute to making Perth and Kinross a smarter and more sustainable place.</p>	<p><i>Street Lighting</i></p> <ul style="list-style-type: none"> <li>• Promote reduced lighting levels within the parameters of the British Standards in new lighting schemes. Development proposals that may affect key views and vistas and major developments will be required to provide detailed lighting design proposals as part of planning application.</li> <li>• Further develop the Street Lighting Policy as a technical appendix to the strategy.</li> <li>• Work with applicants, particularly for major developments, to deliver lighting as part of the overall proposal. This will be managed by the planning and streetscape delivery processes.</li> <li>• Continue to work with partners to identify energy efficient and SMART lighting solution including Intelligent Street Lighting</li> <li>• Pilot Intelligent Street Lighting in locations</li> </ul>

	<p>within the City Centre to realise opportunities to integrate SMART technology within new lighting schemes and thereby helping to achieve Perth's vision of being Scotland's first low carbon city.</p> <ul style="list-style-type: none"> <li>• Work with the Street Lighting Partnership and low carbon investors to identify a business case for converting all existing street lights in Perth and Kinross to LED lights</li> </ul>
<p><b>Objective</b></p>	<p><b>Actions</b></p>
<p>3 To develop and augment Perth's character and help achieve the ambition of Perth becoming one of Europe's most attractive small cities.</p>	<p><i>Dark skies/ energy reduction</i></p> <ul style="list-style-type: none"> <li>• Take forward the Perth Lighting plan and prioritise infrastructure required to implement decorative lighting schemes within the City Centre and Tay riverside areas, along with key gateways and landmarks.</li> <li>• Work with third parties to maximise funding opportunities to deliver innovative lighting schemes in and around Perth City Centre, in order to deliver and sustain a vibrant evening and night time economy.</li> <li>• Continue to address energy reduction measures through city wide programme of maintenance and replacements and address light spillage and pollution through the design of light fittings.</li> </ul>

## **Appendix A: Lighting Principles**

### ***General***

- All lighting should conform to specific technical requirements set out by the Council. The Street Lighting Policy will set out these requirements.
- The general approach to lighting the City Centre should focus on providing a safe level of lighting for pedestrians augmented, as necessary, for vehicular circulation.
- Priority will be focused on lighting the lower portions of the street to establish a natural effect that will reveal the skyline of the city against the dark sky
- Where possible, greater functionality of street lighting using new technology should be pursued to achieve low carbon and smart city objectives
- Lighting of buildings, monuments, etc. and street lighting should be white, unless there is a robust business case to use additional colours. Coloured lighting will only be considered for art installations, special celebrations and events.
- An emphasis will be placed on lighting cultural buildings and monuments not individual buildings and terraces. Formally sited statues and monuments could be lit to emphasise their strategic locations.
- Building lighting should be used to bring out architectural form, carved masonry structure and avoid general floodlighting.
- Shop front and retail lighting should be considered in the context of its effect on the overall lighting theme for the street.
- City dressing and special event lighting should be carefully programmed and, by its very nature, should be temporary.
- Coherent lighting of key spaces, Tay Street, for example, should highlight focal points and entrances to the city centre.
- Creative opportunities to highlight other features in public spaces, such as archaeology, trees and public information will be considered.

### ***City Centre***

A city centre design plan will be prepared to set out the context and principles for the City Centre in greater detail.

### ***Conservation Areas***

- The effects of lighting outside the built up areas should generally be minimised.
- Lighting of urban and conservation areas will be directed at safety for the pedestrian augmented as necessary for vehicular circulation.
- Where appropriate, heritage/character should be reinforced through lighting key/public buildings, highlighting of external and internal architectural detail and retention of historic lighting columns if they form part of the heritage asset.

### ***Residential areas***

- Street lighting will be the main light source and should ensure pedestrian safety as well as vehicular circulation.

### ***River corridors***

- Rural or non-urbanised sections of the river should not normally be lit with the exception of well-used sections that may be of benefit to both the community and character of the area. Lighting should normally be restricted to sections where the urban areas interface with the water space.
- Opportunities exist for using lighting as an art form in key locations.

### ***Parks and green space***

- Lighting should be kept to a minimum and priority given to pedestrian level lighting.
- Lighting design should take account of wildlife (particularly bats) and reduce light spill, siting of equipment and minimise siting particularly close to water and along woodlands and tree lines.

### ***Key public and cultural buildings***

- Lighting should be used to highlight the identity of these buildings within the city structure. Such buildings would include museums, galleries, theatres, libraries and churches.

### ***Highlighting approaches and views to Perth***

- Lighting can be used to highlight cultural buildings, bridges and landscaping, for example at key gateways and entry points on the approaches to Perth.
- The prominent public/ cultural buildings/ spires within the views of Perth as seen from the principal approaches should be revealed with light.

### ***Skyline, prominent buildings and landmarks***

- The groups of towers, domes and spires on the city skyline should be lit for their distant views to create a dramatic night-time sky line. Key buildings also have a role in views at a local level.
- The towers, domes spires and roofs that could be lit include the following (of which many are already lit to varying degrees):
  - *St Johns Kirk*
  - *St Matthew's Church*
  - *St Ninian's Church*
  - *St Leonard's Church*
  - *Sheriff Court*
  - *Kinnoull Hill Tower*



**PERTH AND KINROSS COUNCIL****Enterprise and Infrastructure Committee****1 June 2016****Proposed 20MPH Speed Limit at Blairgowrie****Report by Director (Environment)**

This report details a proposal to extend the existing 20mph speed limit from the Wellmeadow area, to the Reform Street Perth Street junction in Blairgowrie. The report recommends the start of varying the Traffic Regulation Order for 20mph Speed Limits.

**1. BACKGROUND****Reform Street, Perth Street, High Street and Allan Street, Blairgowrie**

- 1.1 There is a history of road safety concerns raised by local Elected Members, the Community Council, the business community and Council Officer's regarding the Reform Street/Perth Street junction and the High Street area.
- 1.2 During the traffic monitoring for the Wellmeadow 20mph project vehicle, speeds were also recorded on High Street and Allan Street. Although the recorded vehicle speeds were low, on-site observations raised concerns regarding pedestrian safety, particularly at the Reform Street/High Street junction.
- 1.3 Of considerable road safety concern is the fact that some drivers from Reform Street were misinterpreting the green light as a junction signal and failing to give way to traffic proceeding along Perth Street towards High Street. This was aggravated by High Street being one way. This meant that there was no oncoming traffic from the right to discourage drivers from entering High Street without slowing down.
- 1.4 It was reported that there are a high number of road traffic collisions occurring at this junction. However, Police Scotland no longer report non injury collisions and therefore there are no reported road casualties to confirm this. However, there is clear evidence at the site to confirm that non-reported collisions are regularly occurring. In addition, adjacent local businesses have for some time reported the regular occurrence of incidents.
- 1.5 Given the regular occurrence of vehicle collisions at this location and the large number of pedestrians crossing the junction, the risk of injury to pedestrians in the event of a collision is high.
- 1.6 At its meeting on the 23 March 2016 (report 16/138 refers), the Enterprise and Infrastructure Committee approved the introduction of a permanent 20mph at the Wellmeadow area in Blairgowrie.

- 1.7 As a result of the road safety concerns raised previously and from the onsite observations, it is now proposed to extend the existing 20mph from the Wellmeadow area to include Allan Street, High Street to the Reform Street/Perth Street junction. A short section of Reform Street will also be included to allow for signage to be erected and to cover the pedestrian crossing.
- 1.8 The proposed lower speed limit will reduce the number and potential severity of road traffic collisions and reduce the risk to pedestrians.
- 1.9 It is also proposed to construct a flat topped ramp across the junction of Reform Street/Perth Street which will complement the proposed reduced speed limit. The provision of this physical measure will benefit from a reduced speed limit as there could potentially be higher approach speeds at quieter times of the day. The location is within a busy town centre and it would therefore be recommended to provide a reduced speed limit.

## **2. PROPOSALS**

- 2.1 It is now proposed to extend the existing 20mph speed limit from the Wellmeadow, to include Allan Street, High Street to the junction of Reform Street/Perth Street, Blairgowrie. The routes have been identified and shown in Appendix 1.

## **3. CONCLUSION AND RECOMMENDATION**

- 3.1 This report details the location where it is proposed to introduce a 20mph speed limit as a result of reported collisions and concerns about pedestrian safety.
- 3.2 Approval will allow a start to be made to the formal procedure to vary the 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.
- 3.3 It is recommended that the Committee approves:
  - (i) the promotion of a variation to the relevant Traffic Regulation Order (TRO) to allow the introduction of a 20mph speed limit and its implementation.

**Author**

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
Charles Haggart	Traffic and Network Manager	477205 cbhaggart@pkc.gov.uk

**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Barbara Renton	Director (Environment)	27 April 2016

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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>None</b>
Workforce	<b>None</b>
Asset Management (land, property, IST)	<b>None</b>
<b>Assessments</b>	
Equality Impact Assessment	<b>Yes</b>
Strategic Environmental Assessment	<b>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 2013-2018 outlines the same five objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and shape resource allocation. It is considered that the actions contained in the report contribute to the objectives as outlined in paragraph 1.2 above. These objectives are met by implementing schemes which promote road safety and encourage healthy sustainable travel.

## **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 involved in advertising the variation to the Traffic Regulation Order. The indicative cost of £300 for this will be met from the Road Safety and Design Budget in 2016/17.
- 2.3 The estimated costs of £2,000 for the new posts and signs will be met from the Road Safety and Design Budget in 2016/17.

### Workforce

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

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

- 2.5 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 **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

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

### Sustainability

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

### 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 Democratic Services and the Head of Finance have been consulted in the preparation of this report.
- 4.2 Police Scotland, local elected members and Community Council for the area have been consulted and support the proposals.

## **5. Communication**

- 5.1 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. If objections are raised, these will be reported back to Committee, with appropriate recommendations.

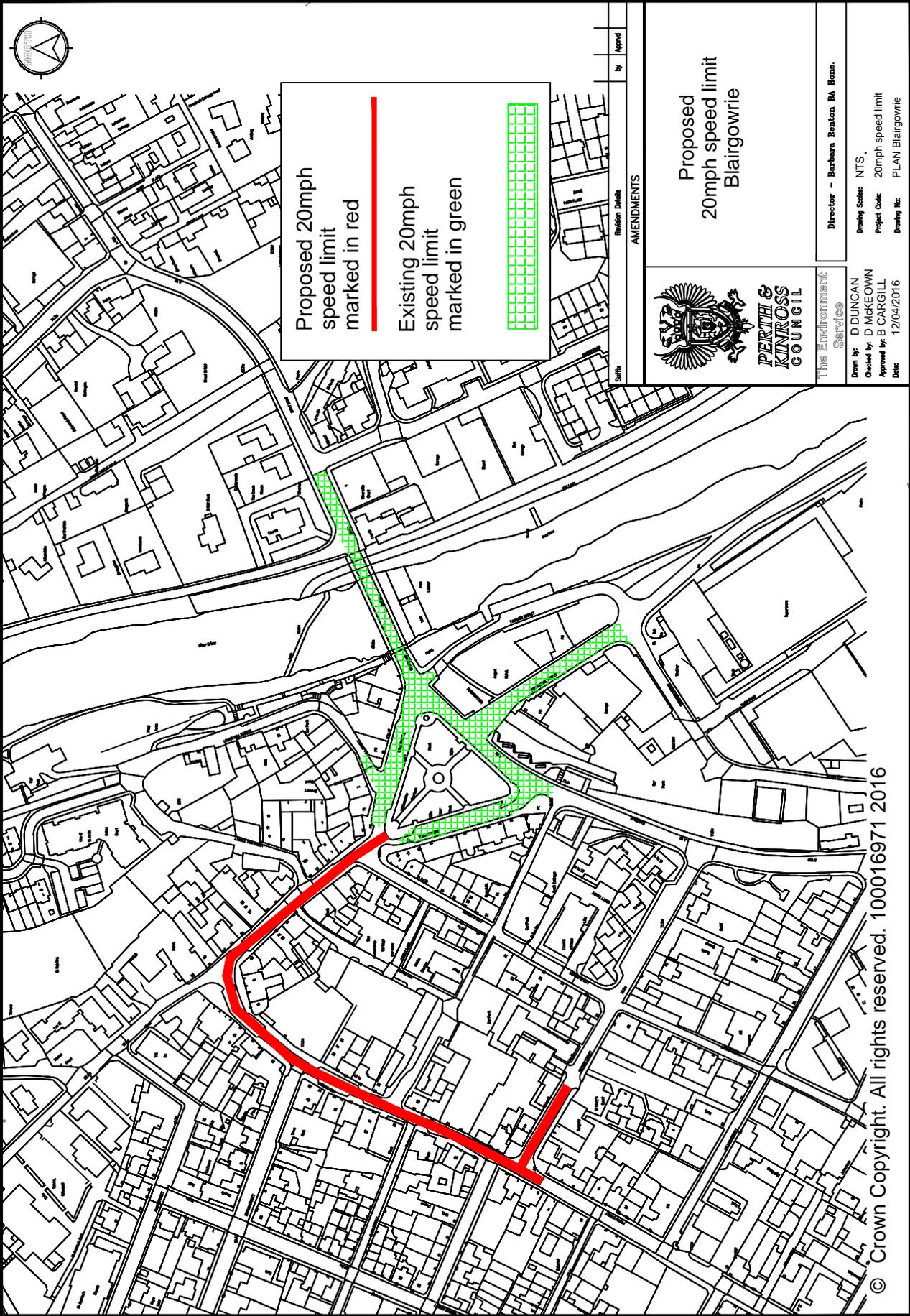
## **2. BACKGROUND PAPERS**

- 2.1 Enterprise and Infrastructure Committee 23rd March 2016. Proposed 20mph speed limit at Wellmeadow, Blairgowrie (15/16/138).

## **3 APPENDICES**

- 3.1 The proposals are as shown in Appendix 1.





Proposed 20mph speed limit marked in red

Existing 20mph speed limit marked in green

<p><b>PERTH &amp; KINROSS COUNCIL</b> The Environment Service</p>	<p><b>Proposed 20mph speed limit Blairgowrie</b></p>
	<p>Director - Barbara Renton BA Hon.</p>
<p>Drawn by: D DUNCAN Checked by: D McKEOWN Approved by: B CARGILL Date: 12/04/2016</p>	<p>Drawing Scale: NTS, Project Code: 20mph speed limit Drawing No: PLAN Blairgowrie</p>

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**PERTH AND KINROSS COUNCIL****Enterprise and Infrastructure Committee****1 June 2016****Proposed Variation to One Way – Wellmeadow, Blairgowrie****Report by Director (Environment)**

This report outlines the concerns of the local community regarding the short section of One Way Traffic on the Wellmeadow Service Road in Blairgowrie. The report recommends a variation to the Blairgowrie Traffic Management Order to rescind the short section of one way traffic on the Wellmeadow Service Road in Blairgowrie and return it to two-way traffic.

**1. BACKGROUND****Wellmeadow Service Road**

- 1.1 At its meeting on 20 March 2013, the Committee agreed to promote a Traffic Regulation Order (TRO) to introduce one-way traffic on a short section of Wellmeadow Service Road in Blairgowrie. (Report No 13/123 refers).
- 1.2 The report detailed the proposal to introduce one-way traffic on a short section of the Wellmeadow Service Road adjacent to the bus terminus.
- 1.3 Due to recent changes in traffic management in the centre of Blairgowrie, the business community, with the support of the local elected members and the Community Council, have requested that the short section of one way on Wellmeadow Service Road be rescinded and returned to two-way traffic.
- 1.4 As a result of alterations to the road layout at this location, the request from elected members, the Community Council and the business community can now be accommodated.

**2. PROPOSALS**

- 2.1 It is now proposed to rescind the short section of one-way traffic on the Wellmeadow Service Road in Blairgowrie and return it to two-way traffic.
- 2.2 The proposals are shown on the plans at Appendix 1.

**3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The Committee is asked to agree to the promotion of a variation to the relevant TRO to rescind the short section of one-way traffic on the Wellmeadow Service Road, Blairgowrie and return it to two-way traffic.

- 3.2 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Orders. 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.
- 3.3 If objections are raised, these will be reported back to Committee, with appropriate recommendations.
- 3.4 It is recommended that the Committee approves proposals for a variation to the existing TROs for Blairgowrie to rescind the short section of one-way traffic on the Wellmeadow Service Road, Blairgowrie and return it to two-way traffic.

#### Author

Name	Designation	Contact Details
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#### Approved

Name	Designation	Date
Barbara Renton	Director (Environment)	27 April 2016

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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>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 2013-2018 outlines the same five objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and shape resource allocation. It is considered that the actions contained in the report contribute to the objectives as outlined in paragraph 1.2 above. These objectives are met by implementing schemes which promote road safety.

## **2. Resource Implications**

### Financial

#### Capital

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

#### Revenue

- 2.2 There will be costs involved in promoting the variation to the Traffic Regulation Orders and providing the road markings. The indicative cost of £300 for advertising the TRO will be met from the Road Safety and Design budget in 2016/17.
- 2.3 The estimated cost of £500 to amend the road markings will be funded from the Road Safety and Design budget in 2016/17.

#### Workforce

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

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

- 2.5 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 **not relevant** for the purposes of EqIA.

#### Strategic Environmental Assessment

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

#### Sustainability

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

3.5 The proposals contained within the report are assessed to have a positive impact on sustainability, particularly with regard to 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 Democratic Services and the Head of Finance have been consulted in the preparation of this report.

4.2 Police Scotland, Elected Members and the Community Council have also been consulted and support the proposal.

### **5. Communication**

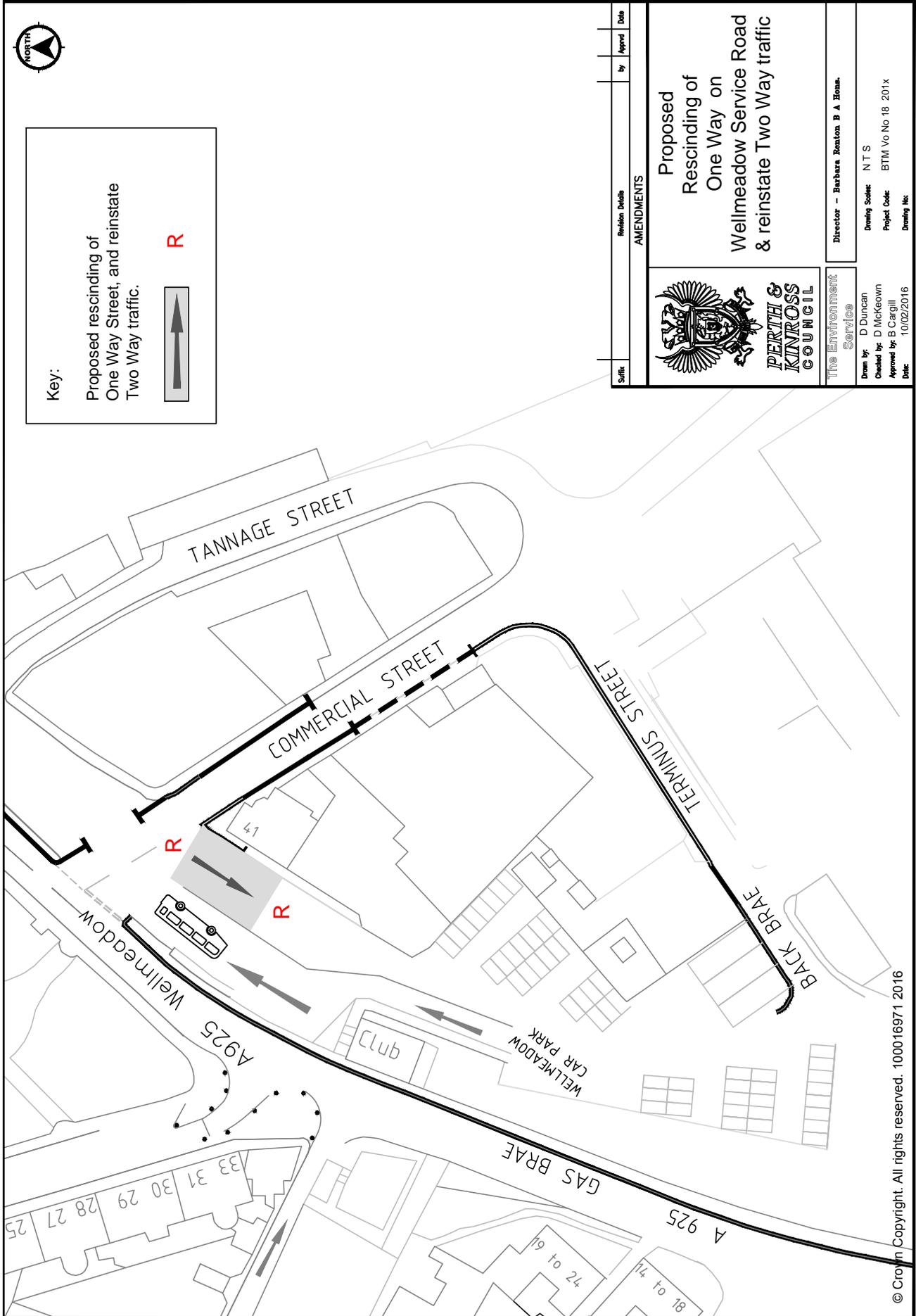
5.1 None.

## **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.
- 2.2 Enterprise and Infrastructure Committee 20th March 2013. Proposed introduction of a dedicated Bus Lane, One Way and occasional No Waiting at Any Time waiting restrictions– Wellmeadow, Blairgowrie (16/15/135) were relied on to any material extent in preparing the above report.

## **3. APPENDICES**

- 3.1 The proposals are shown at Appendix 1.





**PERTH AND KINROSS COUNCIL****Enterprise and Infrastructure Committee****1 June 2016****Proposed Variation to Waiting Restrictions Within the City Centre Area, Perth and Parking Update****Report by Director (Environment)**

This report outlines the concerns of the local businesses within the City Centre of Perth regarding a perceived lack of parking provision for visitors and shoppers. As a result of those concerns, they have requested that Perth & Kinross Council look at measures to increase the parking provision within the City Centre area.

The report recommends a variation to the Perth Traffic Management Order to remove sections of No Waiting at Any Time, No Day Time Waiting and Disabled Parking Spaces and introduce additional Pay and Display parking provision and a Loading Bay.

The report contains a recommendation that Thimblerow car park be returned to a Long Stay car park, following feedback received since the introduction of the new parking regime in January 2016.

This report also presents a parking update, a review of Free After Two 2015/16, a cashless parking option for parking in Perth City and an option for a concessionary parking tariff for conference trade in Perth City.

**1. BACKGROUND**

- 1.1 Our 2013 parking survey work indicated that there are approximately 6,500 parking spaces in Perth City including park and ride facilities and non-Perth and Kinross Council car parks along with the key retail car parks at St Catherine's, Morrisons, Aldi and Lidl etc. The Council's parking guide lists 1,650 Council controlled car parking spaces and a further 950 other car parking spaces available for use at differing tariffs.

**PRINCES STREET, SOUTH STREET AND TAY STREET, PERTH**

- 1.2 The above three streets within the city centre have been identified by representatives of the Perth based business community as having areas where additional parking provision could be introduced.

### **Princes Street**

- 1.3 The section on the west side of Princes Street between Canal Street and South Street has an area of No Day Time Waiting. On several occasions during the day, drivers have been observed waiting in this area with little adverse effect on passing traffic. This section of road is One Way and it is anticipated that it would be possible to accommodate additional parking. It is now proposed to replace the existing No Day Time Waiting restrictions with 5 Pay and Display parking spaces plus 1 loading bay. The proposals are as shown on appendix 1.

### **South Street**

- 1.4 The businesses in the city centre have suggested that the ratio of disabled parking spaces on South Street is excessive, and that on several occasions, it has been noted that they are not being fully utilised. The business community have requested that 10 of these disabled spaces be removed and returned to Pay & Display parking spaces.
- 1.5 In order to alleviate the perceived problems of a lack of parking provision on what is seen by businesses as one of the main shopping access areas within the city centre, it is proposed to remove 10 Disabled parking spaces and return these to Pay & Display On Street Parking Spaces. The proposals are as shown on appendix 2.
- 1.6 There is a recognition that the proposed removal of these 10 Disabled parking spaces will require continued dialogue with the Centre for Inclusive Living in Perth and Kinross, who represented the disabled groups. To mitigate these changes, there will be enhanced disabled parking introduced within the refurbishment of Canal Street Multi Storey Car Park which is in close proximity to South Street.

### **Tay Street**

- 1.7 Tay Street in Perth has also been identified as a potential area where additional parking provision could be accommodated.
- 1.8 At present, there is a mixture of No Waiting at Any Time and No Day Time Waiting. During the evening, parking can be witnessed along the sections of No Day Time Waiting, and it is considered that this should be amended to allow day time parking.
- 1.9 Tay Street forms the main link road around the periphery of the city centre, and also carries the 7 Hillend to Scone bus route.
- 1.10 It is considered that, by realigning all the existing waiting restrictions, it would be possible to accommodate 26 parking spaces along the riverside section with a further 6 parking spaces near to the George Hotel.

- 1.11 It is proposed to realign all existing restrictions and install an additional 32 Pay and Display On Street Parking Spaces. The proposals are as shown on appendix 3.
- 1.12 The provision of the additional parking bays in Tay Street will require the removal of the on road cycle lane. It was considered that cyclists could use the adjacent footpath as a shared use facility.

### **Thimblerow**

- 1.13 At the meeting on 3 June 2015 (Report No. 7 15/227 refers), the Enterprise and Infrastructure Committee approved various measures to amend both the On Street and Off Street parking arrangements within Perth, for a trial period.
- 1.14 A part of these measures was the change from long stay parking at Thimblerow to 4 hour maximum stay. Since these changes, there have been a number of concerns raised by the users of the car park and the business community. As a result, it is now proposed to return Thimblerow Car Park back to a Long Stay Car Park.
- 1.15 It is proposed to make the charging times and rates for Thimblerow Car Park the same as for those for Canal Street multi storey car park.

### **Progress with Canal Street Multi Storey car park redevelopment**

- 1.16 A project team has begun work on planning and delivering the redevelopment programme and the introduction of a pay on foot system at Canal Street multi storey car park.

Tender documentation is currently being prepared in advance of tendering for the works in June with a contractor appointed and on site by August. The constraints of the site will require discussion with the appointed contractor on an appropriate approach to delivering the project, so timescales at this time are indicative. However, it is currently anticipated that the redevelopment will be complete by early December 2016. The budgeted costs remains at £1.5m.

Key improvements as a result of the refurbishment include:

- Wider (2.5m) parking spaces
- Wider approaches to ramps
- New graphics
- New reflective paint scheme
- Improved lighting
- Improved closed circuit television
- Electric charging points (4)
- Improved control room facilities
- Improved facilities for Perth Shopmobility
- Enhanced disabled parking
- Enhanced parent and children parking
- Enhanced motorcycle parking
- Enhanced cycle parking

### **Extension of Pay on Foot**

- 1.17 An assessment of the feasibility of extending a pay on foot system to other Council controlled car parks (excluding South Inch car park, Thimblelow car park and Canal Street Multi Storey car park) has been undertaken, it is concluded that no further car parks are suitable for conversion to a pay on foot system at this time.

### **Free After Two 2015/16**

- 1.18 The “Free from Two” car parking initiative has operated over the winters of 2012/13, 2013/14, 2014/15 and 2015/16. In 2015/16, this offered free parking in a number of Perth City centre car parks, (East and West Mill Street, Speygate, Scott Street and the Canal Street multi-storey car park), and town centre car parks in Blairgowrie, Crieff, Dunkeld and Pitlochry from 2pm on Thursdays and Fridays from the last weekend in November to the last weekend in January.

The campaign was promoted through a variety of media including a press release, a feature in “Perth and Kinross News”, a quarter page advert in the “Winter Guide” circulated to 73,000 homes, posters and leaflets delivered to businesses, social media, websites and flyers delivered home by school children.

Businesses also supported promotion of the initiative by advising customers through distributing leaflets and posters, putting details on their websites and promoting via social media.

This car parking initiative, linked to the festive retail season, has provided a tangible demonstration of the Council’s commitment to supporting retailers and the local economy.

### **Cashless Parking**

- 1.19 A project team has begun work on planning and delivering a cashless parking offering to customers in Perth City. The key feature of the scheme is that customers will be provided with the option to pay for their parking through an agency which would take payment via telephone or through a customer account; reimburse the Council in respect of parking charges, and charge the customer a convenience fee (currently 20p) for the use of their service. Customers would also have the option to pay for additional services such as text message reminders to highlight the expiry of their ticket time.

Three proposals have been received and all providers offer to implement the scheme at no additional cost to the Council, subject to service charges being met by customers as outlined above. It is currently anticipated that a cashless payment option could be put in place, supported by appropriate publicity, by the Autumn of 2016.

## **Concessionary Parking Tariff for Conference Trade**

- 1.20 Feedback from Perth City businesses indicates that there is an opportunity to drive more conference trade business to the City by offering a concessionary parking tariff for conference delegates. A 50% reduction is considered significant enough to have a positive impact in this regard and could be made available at the Council's Thimble Row car park (subject to waiting times being extended as above) and Canal Street multi storey car park.

## **2. PROPOSALS**

- 2.1 As a result of the above, and with the support of the local elected members and local businesses, it is now proposed to remove several sections of No Waiting at Any Time and No Day Time Waiting, waiting restrictions on Princes Street and Tay Street, and remove 10 Disabled Parking Spaces from South Street and introduce a total of 47 Pay and Display Parking Spaces across the city centre.
- 2.2 The proposals are shown on the plans at Appendices 1-3.
- 2.3 The statutory consultation period when promoting a legal order is 21 days. Any objections received during this period would be noted. However, if no objections are received during this period it would then move forward to a formal advertising stage, which is also a 21 day period. Any objections received during the consultation and advertising periods would then be reported back to committee for a final decision to be made. If any objections are received, then an Executive Sub-Committee meeting will be arranged during the summer recess, to consider any objections. Without any reasonable objections the measures could be marked out on the ground during July 2016. However, should any objections be received then it would be during August 2016 that any measures could be provided.
- 2.4 It is not proposed to implement any further Pay on Foot car parks in Perth and Kinross in addition to the current facilities at South Inch car park and Thimble Row car park along with its introduction in Canal Street multi storey car park. This is following analysis of all remaining car parks across Perth and Kinross.
- 2.5 The specific proposals for Free After 2 for Christmas 2016 and New Year 2017 are:

Free Parking after 2pm on each Thursday and Friday from 24 November 2016 until 27 January 2017 inclusive in all Council operated car parks across the whole Perth and Kinross area.

It is proposed to provide similar media and advertising support in advance of the "Free from Two" promotion as used last year, with an initial press release following this Committee's approval.

Based on current income levels from the car parks concerned, the cost of operating a “Free from Two” promotion in 2016/17 in terms of lost income is estimated at approximately £60,000. This will require to be met from the Parking Services Revenue Budget.

- 2.6 It is proposed to implement a cashless parking offering to customers in Perth City.
- 2.7 It is proposed to implement a concessionary parking tariff for conference trade in Perth City.

### **3. CONCLUSION AND RECOMMENDATION**

- 3.1 The report outlines concerns from the business community in Perth in relation to perceived parking issues.
- 3.2 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Orders. 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.
- 3.3 If any objections are raised, these will be reported back to an Executive Sub Committee, with appropriate recommendations.
- 3.4 It is recommended that the Committee approve the promotion of a variation to the relevant TRO to:
  - (i) Replace several sections of No Waiting at Any Time and No Day Time Waiting,
  - (ii) Remove 10 Disabled Parking Spaces in South Street
  - (iii) Introduce 47 Pay and Display Parking Spaces, and 1 Loading Bay on the following streets in Perth – Princes Street, South Street and Tay Street as described above.
- 3.5 It is recommended that the Committee:
  - (iv) Notes progress with the Canal Street multi storey car park redevelopment
  - (v) Agrees to limit pay on foot parking systems to current locations and Canal Street multi storey car park
  - (vi) Approves the proposal for Free After 2 in 2016/17 per 2.5 above
  - (vii) Agrees to introduce cashless parking in Perth City
  - (viii) Agrees to introduce a concessionary parking tariff for conference trade in Perth City

**Author**

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
Charles Haggart	Traffic & Network Manager	477205 <a href="mailto:cbhaggart@pkc.gov.uk">cbhaggart@pkc.gov.uk</a>
Hunter Hope	Finance & Support Services Manager	476450 <a href="mailto:hunterhope@pkc.gov.uk">hunterhope@pkc.gov.uk</a>

**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Barbara Renton	Director (Environment)	18 May 2016

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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>None</b>
Workforce	<b>None</b>
Asset Management (land, property, IST)	<b>None</b>
<b>Assessments</b>	
Equality Impact Assessment	<b>Yes</b>
Strategic Environmental Assessment	<b>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 2013-2018 outlines the same five objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and shape resource allocation. It is considered that the actions contained in the report contribute to the objectives as outlined in paragraph 1.2 above. These objectives are met by implementing schemes which promote road safety.

## **2. Resource Implications**

### Financial

#### Capital

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

#### Revenue

- 2.2 There will be costs involved in promoting the variation to the Traffic Regulation Orders and providing the road markings. The indicative cost of £300 for advertising the TRO will be met from the Car Parking Account in 2016/17. The estimated cost of £66,000 for the installation of new ticket machines and road markings and signs, will be funded from the Car Parking Account in 2016/17.

#### 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 **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

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

### Sustainability

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

### 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 Democratic Services and the Head of Finance have been consulted in the preparation of this report.
- 4.2 Police Scotland and local Elected Members for the areas have also been consulted.

## **5. Communication**

- 5.1 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. Should objections be raised, these will be reported back to Committee, with appropriate recommendations.

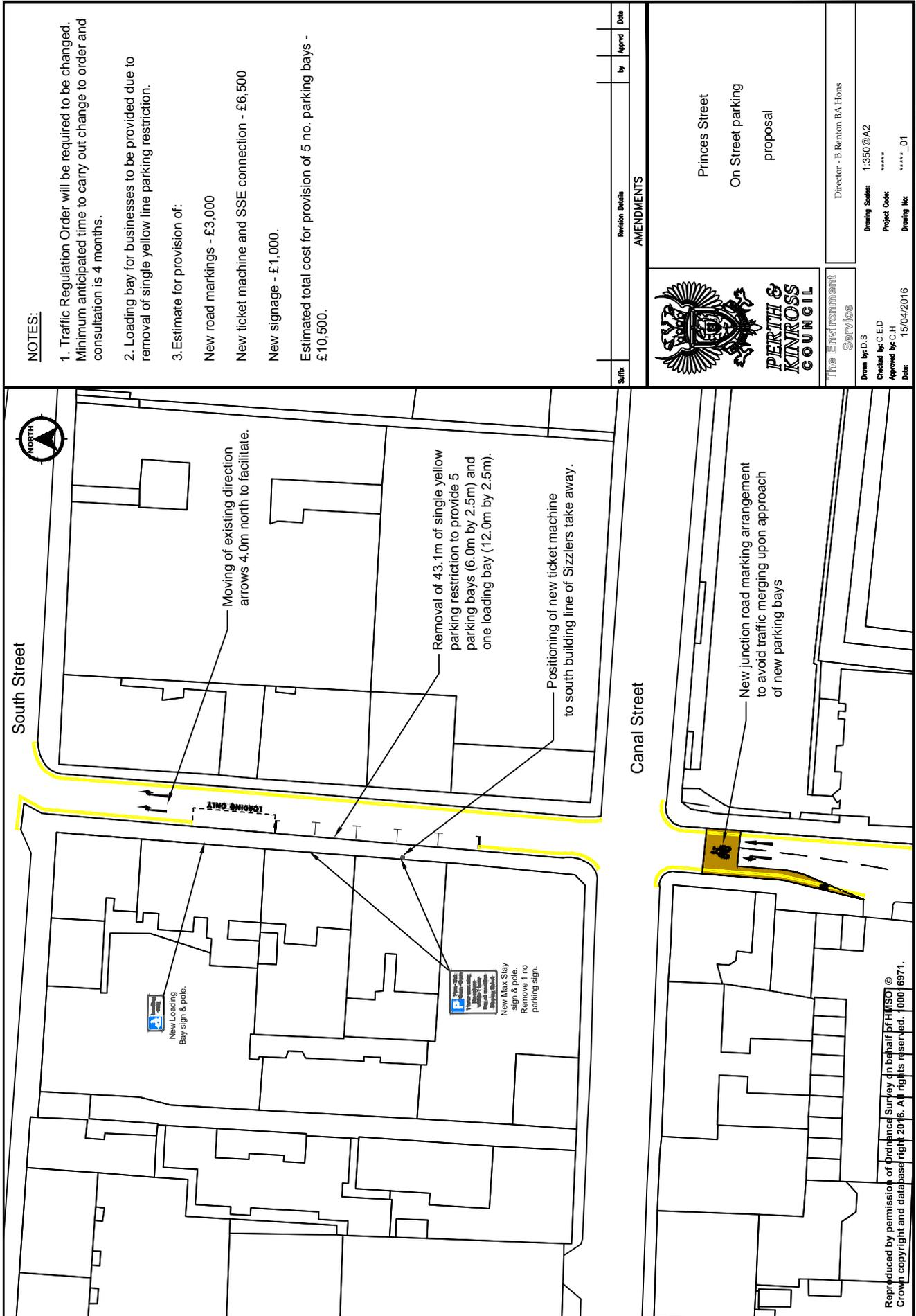
## **2. BACKGROUND PAPERS**

- 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 The proposals are as shown on the drawings in Appendices 1-3.





**NOTES:**

1. Traffic Regulation Order will be required to be changed. Minimum anticipated time to carry out change to order and consultation is 4 months.
  2. Loading bay for businesses to be provided due to removal of single yellow line parking restriction.
  3. Estimate for provision of:
    - New road markings - £3,000
    - New ticket machine and SSE connection - £6,500
    - New signage - £1,000.
- Estimated total cost for provision of 5 no. parking bays - £10,500.

Rev	By	Date
AMENDMENTS		



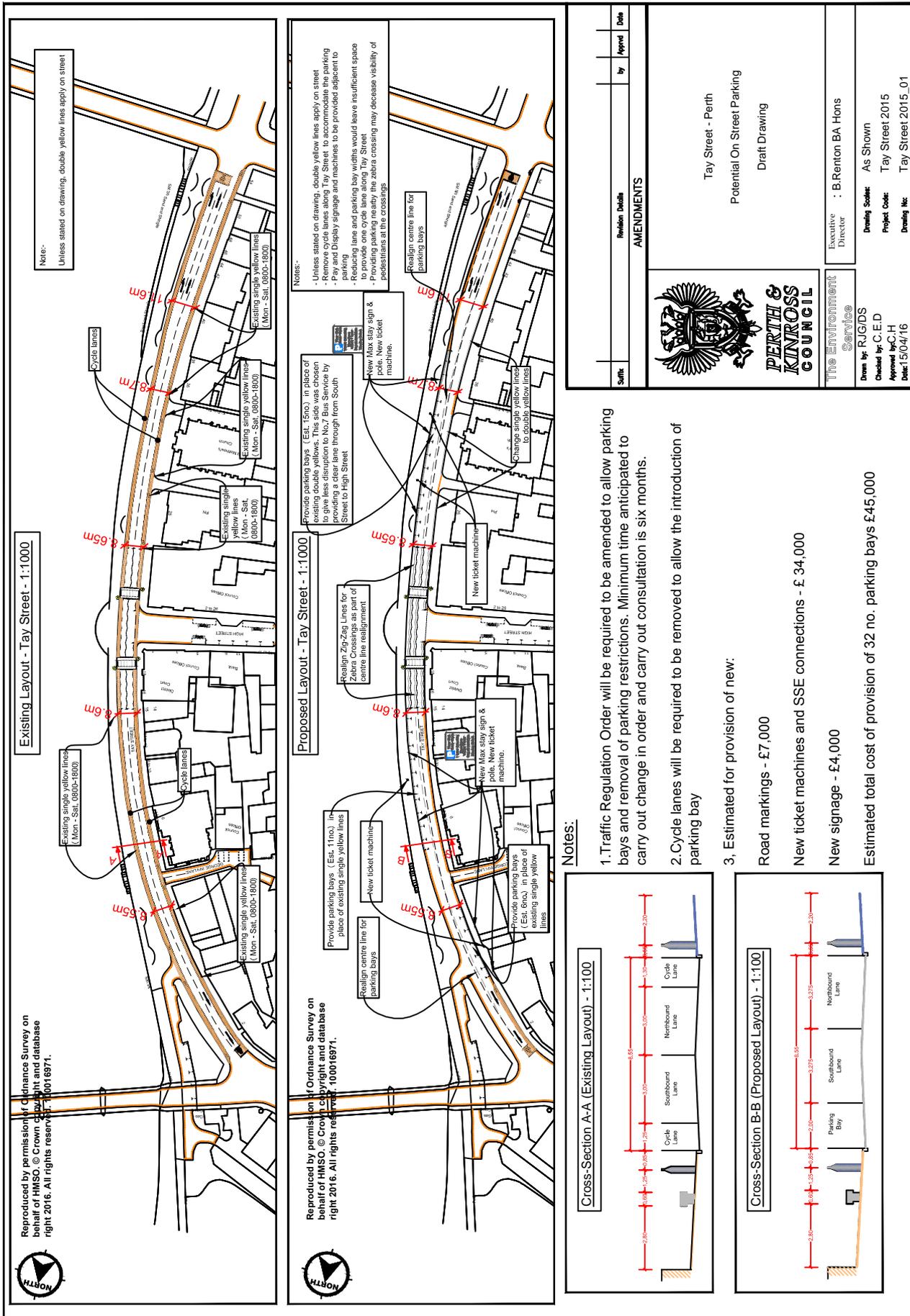
Princes Street  
On Street parking  
proposal

Drawn by: D.S	Checked by: C.E.D	Approved by: C.H	Date: 15/04/2016
Director - B. Renton BA Hons	Project Code: *****	Drawing No: *****_01	
Drawing Scale: 1:350@A2			











**PERTH AND KINROSS COUNCIL****Enterprise and Infrastructure Committee****1 June 2016****Proposed Variation to Waiting Restrictions at High Street, Perth****Report by Director (Environment)**

This report outlines proposed variations to the waiting restrictions and parking provision in the High Street, Perth. The changes are required due to the realignment of the footways and carriageway, which are necessary to accommodate the proposed ramp and steps in the footway. The realignment is designed to improve the streetscape environment linking the pedestrianised section of the High Street and Tay Street.

**1. BACKGROUND**

- 1.1 The works on 2 High Street have been undertaken to address safety and DDA compliance issues. As such, to allow better access to the building, a ramp needs to be formed in the footway to provide access to the main entrance.
- 1.2 The footprint of the ramp and steps require the southern footway to be widened by approximately 4.7m.
- 1.3 The northern footway currently provides access with steps only into the 3 High Street building. To remove the steps and re-level the footway requires it to be widened by approximately 1.5m.
- 1.4 There is an opportunity to tie in the carriageway and footway levels to create a crossing for pedestrians between 2 High Street and 3 High Street buildings.
- 1.5 Within the section of the High Street between Tay Street and George Street, there are currently 5 pay and display bays and 5 disabled bays.

**2. PROPOSALS**

- 2.1 As a result of the building alterations and in an attempt to improve the streetscape, a design proposal has been prepared which requires variations to the existing waiting restrictions as a result of the reduced carriageway widths. This is to prevent parking to enable vehicles to make the turning manoeuvres from Tay Street into the High Street and to keep the area between 2 and 3 High Street buildings clear to create an improved pedestrian environment.

- 2.2 It is proposed to reduce the parking capacity from 5 disabled bays to 2 disabled bays and from 5 pay and display bays to 3 pay and display bays.

The proposals are shown in Appendix 1.

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 A new ramp is to be installed to allow improved access to 2 High Street. This will require adjustments to the parking layout on the High Street between Tay Street and George Street.

- 3.2 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Orders. 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.

- 3.3 It is recommended that the Committee approves:

- (i) the promotion of a variation to the relevant TRO to reduce the parking capacity from 5 disabled bays to 2 disabled bays and from 5 pay and display bays to 3 pay and display bays; and
- (ii) the amendment of the waiting restrictions to suit the new arrangements. This involves extending the no waiting at any time from Tay Street to enable vehicles to turn from Tay Street into High Street and to keep the area between the 2 and 3 High Street building entrances clear to create an improved pedestrian environment.

#### Author

Name	Designation	Contact Details
Charles Haggart	Traffic & Network Manager	477205 cbhaggart@pkc.gov.uk

#### Approved

Name	Designation	Date
Barbara Renton	Director (Environment)	9 May 2016

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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>None</b>
Workforce	<b>None</b>
Asset Management (land, property, IST)	<b>None</b>
<b>Assessments</b>	
Equality Impact Assessment	<b>Yes</b>
Strategic Environmental Assessment	<b>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 2013-2018 outlines the same five objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and shape resource allocation. It is considered that the actions contained in the report contribute to the objectives as outlined in paragraph 1.2 above. These objectives are met by implementing schemes which promote road safety.

## **2. Resource Implications**

### Financial

#### Capital

- 2.1 There are no Capital resource implications arising directly from the recommendations in this report. Costs for promoting the TRO, carrying out renewed signing and road markings are budgeted for within the Streetscape capital budget under POP.

#### Revenue

- 2.2 There are no revenue cost implications arising from this report.

#### 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 **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

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

### Sustainability

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

### 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 CILPK have been consulted. They have presented them to their members and confirmed that they are in positive favour of the proposals.
- 4.2 Police Scotland and the local Elected Members for the area will be consulted on the proposals.

## **5. Communication**

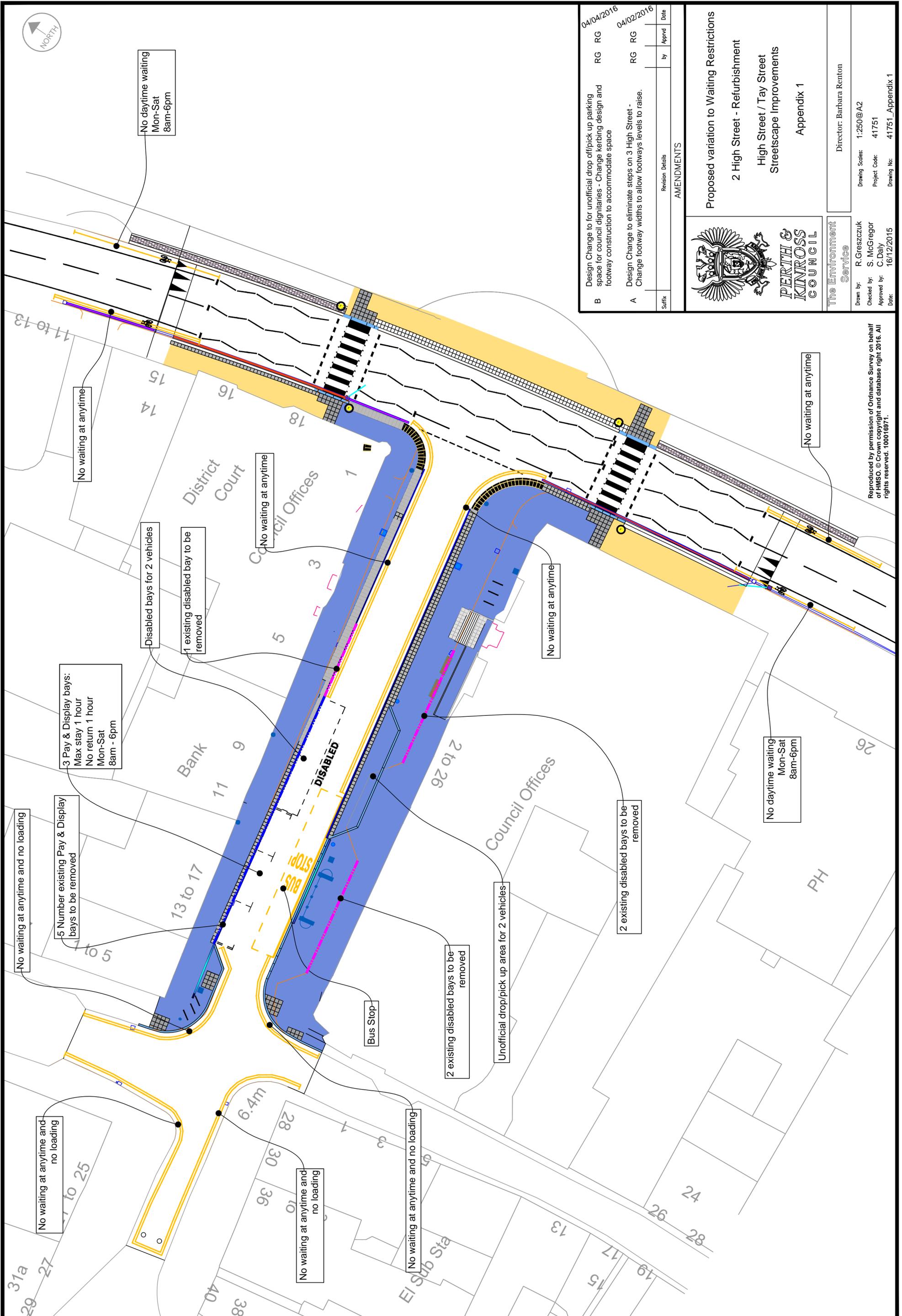
- 5.1 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to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

## **2. BACKGROUND PAPERS**

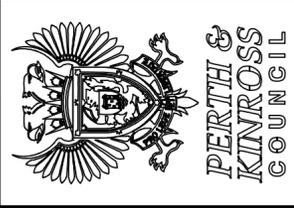
- 2.1 No background papers as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.”

## **3 APPENDICES**

- 3.1 The proposals are as shown on the drawings in Appendix 1.



Surfix	Revision	Details	by	Apprvd	Date
B	04/04/2016	Design Change to for unofficial drop off/pick up parking space for council dignitaries - Change kerbing design and footway construction to accommodate space	RG	RG	
A	04/02/2016	Design Change to eliminate steps on 3 High Street - Change footway widths to allow footways levels to raise.	RG	RG	



The Environment Service  
 Drawn by: R.Greszczuk  
 Checked by: S. Mcgregor  
 Approved by: C.Daly  
 Date: 16/12/2015

Proposed variation to Waiting Restrictions  
 2 High Street - Refurbishment  
 High Street / Tay Street  
 Streetscape Improvements  
 Appendix 1

Director: Barbara Renton  
 Drawing Scales: 1:250 @ A2  
 Project Code: 41751  
 Drawing No: 41751\_Appendix 1

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**PERTH AND KINROSS COUNCIL****Enterprise and Infrastructure Committee****1 June 2016****Proposed Variation To Waiting Restrictions On Almondgrove Place, Auld Bond Road, Duncansby Way, Muirton Area, Perth****Report by Director (Environment)**

This report outlines the problems experienced by the local residents & businesses of Almondgrove Place, Auld Bond Road, Duncansby Way, and Muirton Area, Perth, due to indiscriminate parking. It recommends a variation to the Perth Traffic Management Order to introduce waiting restrictions on the above streets in Perth.

**1. BACKGROUND****ALMONDGROVE PLACE, AULD BOND ROAD, PERTH**

- 1.1 Almondgrove Place and Auld Bond Road in Perth are two streets on the western periphery of the city.
- 1.2 Both streets are heavily used for parking by staff working at various businesses within the Inveralmond Industrial Estate.
- 1.3 A number of residents from the nearby residential areas, and local businesses, with the support of a local member, have raised concerns that the numbers of vehicles parking on both streets has increased to a point where they are now causing concerns. Due to these concerns, the local community have requested the introduction of waiting restrictions to alleviate indiscriminate parking.
- 1.4 In order to alleviate these problems, it is proposed to vary the Traffic Management Order to introduce No Waiting at Any Time waiting restrictions on Almondgrove Place and Auld Bond Road into the Perth Traffic Management Order. These are shown in Appendices 1 and 2. It was agreed to carry out local consultations to gauge opinion and the results are shown below:

### **ALMONDGROVE PLACE**

Name on file	Comment or objection	Response
2 Businesses replied	Supporting proposals	

### **AULD BOND ROAD**

Name on file	Comment or objection	Response
7 Residents have replied	General support but with various concerns e.g. residents should have been involved in meetings between PKC and SSE. Restrictions do not go far enough to protect their interests. Pleased that the Council is taking some action albeit not enough. SSE should be able to provide parking facilities for all their staff. Proposals do not resolve the issue of SSE staff parking in private car parks.	Additional restrictions recommended by Police Scotland to allow Council staff to enforce indiscriminate parking. The provision of additional parking by SSE will help with indiscriminate parking.
4 Residents replied	Supporting the proposals	

### **DUNCANSBY WAY, PERTH**

- 1.5 Duncansby Way in Perth is a residential street which is very close to businesses which have a large number of employees.
- 1.6 Due to the lack of off street parking facilities, this street is heavily used for parking by staff working at the nearby car sales businesses on Dunkeld Road.
- 1.7 In 2006, short sections of No Waiting at any Time waiting restrictions were installed on the entrance road of Duncansby Way. However, due to the indiscriminate parking by staff attending work at the nearby garages, the situation has progressively deteriorated.
- 1.8 The residents from Duncansby Way, with the support of a local member, have raised concerns that the numbers of vehicles parking in the street has increased to a point where they are now causing concerns. As a result, the local community have requested the introduction of waiting restrictions to alleviate indiscriminate parking.

- 1.9 In order to alleviate the problems of indiscriminate parking, it is proposed to vary the Traffic Management Order to introduce No Waiting at Any Time waiting restrictions on Duncansby Way into the Perth Traffic Management Order. This is shown in Appendix 3. It was agreed to carry out local consultations to gauge opinion. The results are shown below:

### **DUNCANSBY WAY**

Name on file	Comment or objection	Response
12 residents responded	supporting the proposals	
3 residents responded	supporting the proposals with various concerns that additional lines will cause more problems	Proposals are designed to keep accesses clear.
2 residents responded	Reservations that the problem will simply move elsewhere into the estate	As above
3 residents objected	Additional lines will not solve the problem. The staff working at the nearby garages are causing the problem. The Council should install residents only parking to prevent this.	Duncansby Way is an adopted road which allows parking. PKC do not operate residential parking schemes.

### **MUIRTON AREA, PERTH**

- 1.10 Harley Place & Terrace, Muirton Bank & Place, and Florence Place in Perth are residential streets which are very close to the North Inch and in close proximity to the city centre.
- 1.11 Several residents have raised concerns regarding the volume of commuter parking filling the above streets on a daily basis. The main concerns of the residents are the indiscriminate parking on, or close to, the junctions, making it dangerous when exiting these junctions.
- 1.12 Throughout 2015, the Council carried out three separate consultations on various proposals to install restrictions. The original proposal was to prohibit indiscriminate parking on and around the junctions, as per the guidelines in the Highway Code. A plan showing the proposals was distributed to the residents within a 30 metres radius of the proposed restrictions.
- 1.13 As part of the initial consultation, some of the residents were concerned that introducing waiting restrictions on the junctions would only serve to move the problem into the surrounding streets. Their main concern was, in order to prevent further intrusion into surrounding streets, additional measures to install "No Daytime" waiting restrictions were requested.

- 1.14 It became apparent during the consultation that several adjoining residents had views that they wanted to put forward. Following representation by the Community Council, a second consultation was carried out with proposals for far wider restrictions.
- 1.15 During the two subsequent consultations, however, there were several conflicting views on the extent or times of operation that the restriction should encompass. It was apparent that there was little chance of installing restrictions that were suitable to a majority of the residents. Indeed, many of the residents indicated that they did not wish to see the entire area covered with wholesale parking restrictions, as this would impact on visitors to their homes.
- 1.16 In order to alleviate the problems of indiscriminate parking, and with the support of a local member, who has been involved in discussions with the residents and the Community Council, it is now proposed to return to the original proposals. These are to introduce “No Waiting at Any Time” waiting restrictions on the junctions of the various streets described above, into the Perth Traffic Management Order, as shown in Appendix 4.
- 1.17 The results of the various consultations carried out during 2015 are shown below. It should be noted that the results have been condensed due to the volume of correspondence received;

#### **MUIRTON AREA**

Name on file	Comment or objection	Response
<b>Consultation 1 Feb 2015</b> Excluding Harley Place and Terrace		Proposals are designed to keep junctions clear.
9 responded supporting the proposals		
5 responded objecting		Proposals are designed to keep junctions clear.
3 responded supporting the proposals	Concerned that the problem would move to other areas.	As above
<b>Consultation 2 June 2015</b> Including Harley Place and Terrace		Proposals to introduce a greater range of restrictions as per residents requests
9 responded supporting the proposals		
8 responded objecting	Additional restrictions are unnecessary and are not required.	Proposals are designed to keep junctions clear.

18 responded with various concerns and suggestions	Most residents had varying views, but were generally only to suit personal needs not to deal with greater parking issues.	As above
<b>Consultation 3 Dec 2015</b> Original proposals with the inclusion of Harley Place and Terrace		Proposals are designed to keep junctions clear.
4 responded supporting		
2 responded objecting	Continued concerns that the original proposals do not deal with the overall parking issues	Proposals are designed to keep junctions clear.

## 2. PROPOSALS

- 2.1 As a result of the above requests and with the support of the local elected members, local residents, and businesses, it is now proposed to introduce No Waiting at Any Time waiting restrictions on Almondgrove Place, Auld Bond Road and Duncansby Way, along with the various junctions in the Muirton area as described in Perth.
- 2.2 The proposals are shown on the plans at Appendices 1 – 4.

## 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 The report recommends a number of TROs to introduce No Waiting at Any Time waiting restrictions in a number of streets in Perth.
- 3.2 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Orders. 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.
- 3.3 If objections are raised, these will be reported back to Committee, with appropriate recommendations.
- 3.4 It is recommended that the Committee agrees to the promotion of a variation to the relevant TRO to introduce No Waiting at Any Time waiting restrictions on the following streets in Perth –
- (i) Almondgrove Place,
  - (ii) Auld Bond Road,
  - (iii) Duncansby Way, and
  - (iv) the various junctions in the Muirton area as described in paragraph 1.10 – 1.17.

**Author**

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**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Barbara Renton	Director (Environment)	2 May 2016

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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>None</b>
Workforce	<b>None</b>
Asset Management (land, property, IST)	<b>None</b>
<b>Assessments</b>	
Equality Impact Assessment	<b>Yes</b>
Strategic Environmental Assessment	<b>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 2013-2018 outlines the same five objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and shape resource allocation. It is considered that the actions contained in the report contribute to the objectives as outlined in paragraph 1.2 above. These objectives are met by implementing schemes which promote road safety.

## **2. Resource Implications**

### Financial

#### Capital

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

#### Revenue

- 2.2 There will be costs involved in promoting the variation to the Traffic Regulation Orders and providing the road markings. The indicative cost of £300 for advertising the TRO will be met from the Car Parking Account in 2016/17. The estimated cost of £2000 for the road markings will be funded from the Car Parking Account in 2016/17.

#### 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 **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

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

### Sustainability

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

### 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 Services, the Head of Democratic Services and the Head of Finance have been consulted in the preparation of this report.
- 4.2 Police Scotland, local Elected Members for the areas have also been consulted and support the proposals.

## **5. Communication**

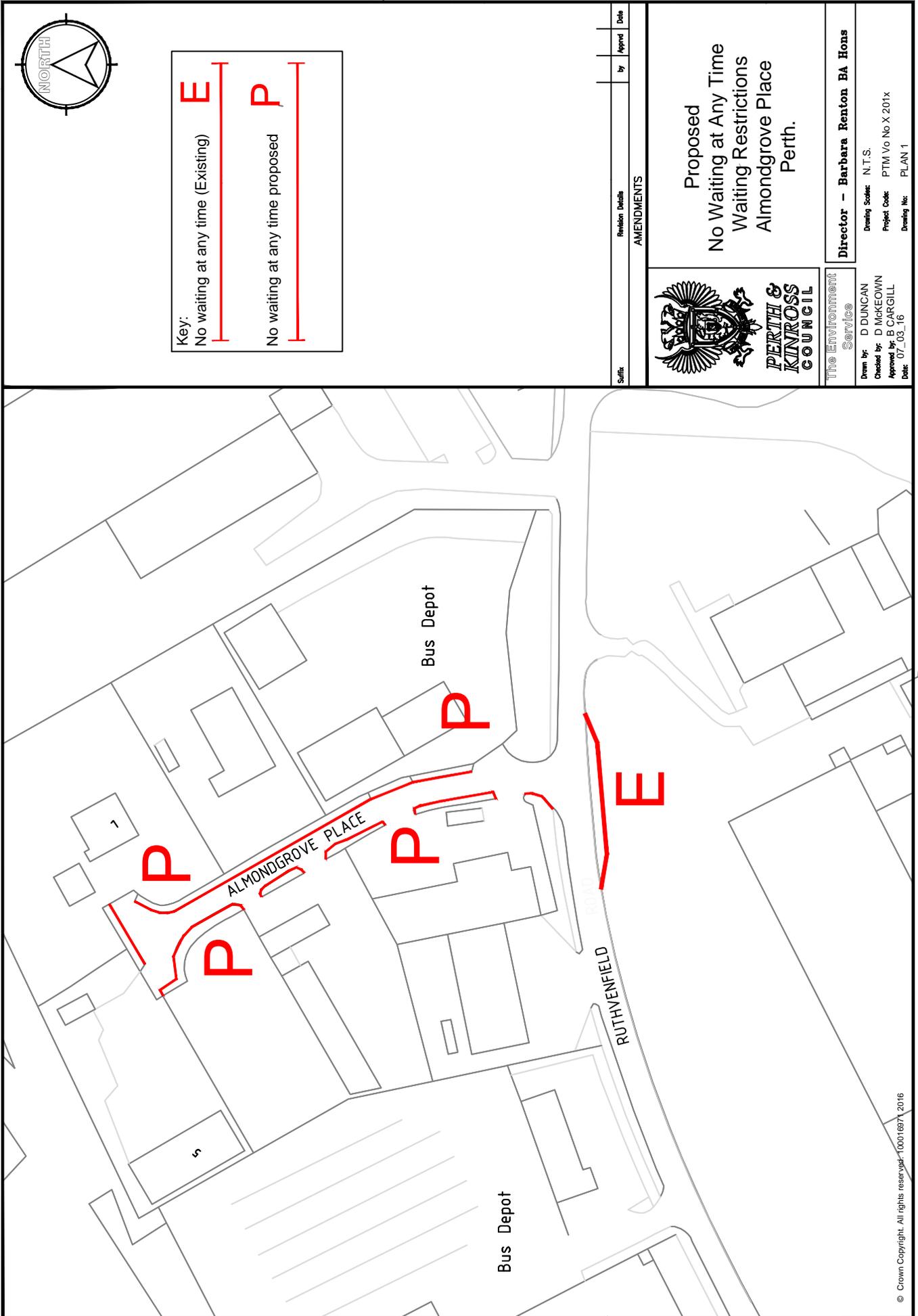
- 5.1 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to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

## **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**

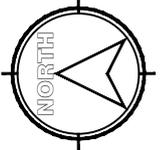
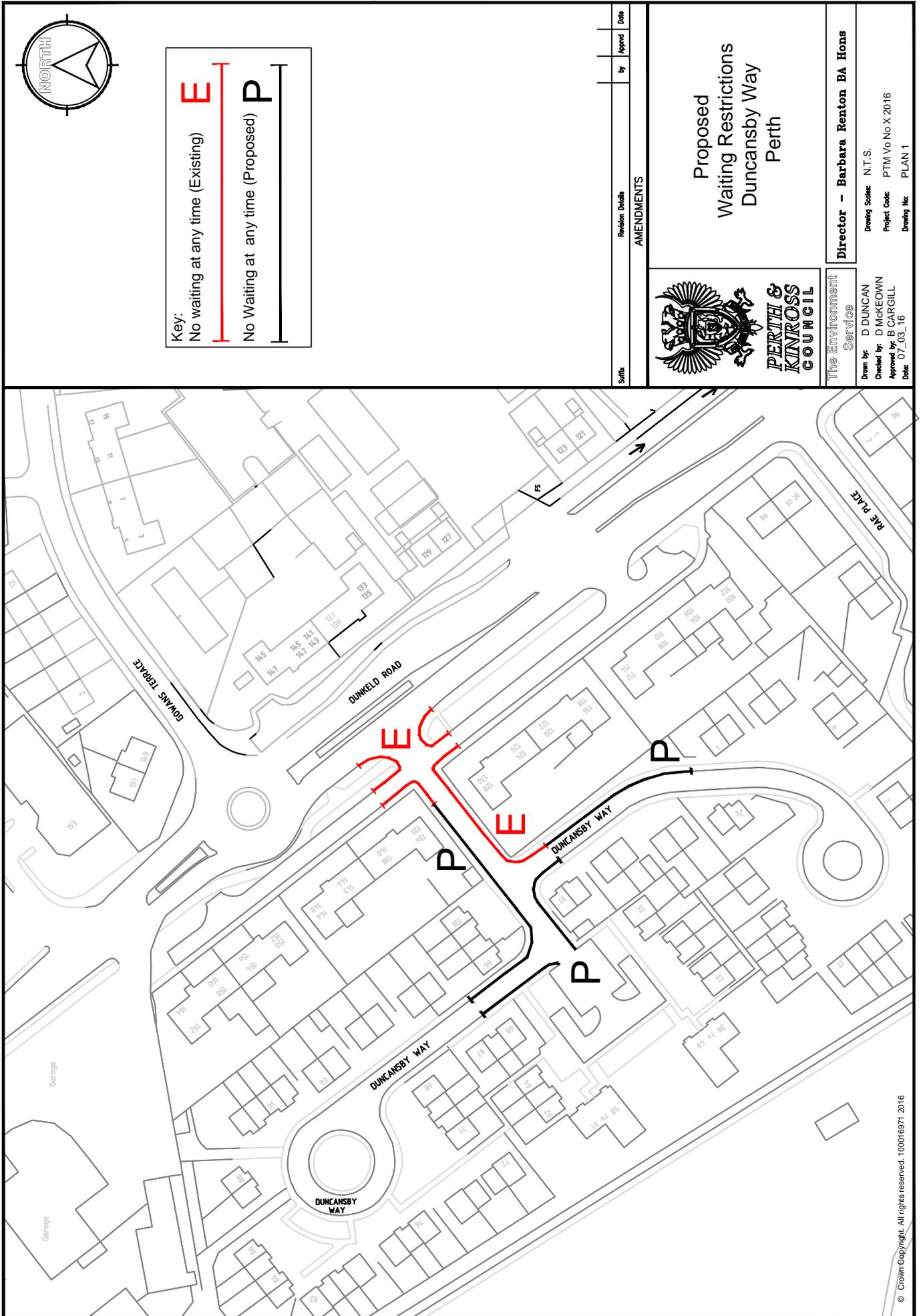
- 3.1 The proposals are as shown on the drawings in Appendices 1-4.











**Key:**

No waiting at any time (Existing) **E**

No Waiting at any time (Proposed) **P**

Suffix	Revision Details	by	Apprd	Date
	AMENDMENTS			



**PERTH & KINROSS COUNCIL**

The Environment Service

**Proposed  
Waiting Restrictions  
Duncansby Way  
Perth**

**Director – Barbara Renton BA Hons**

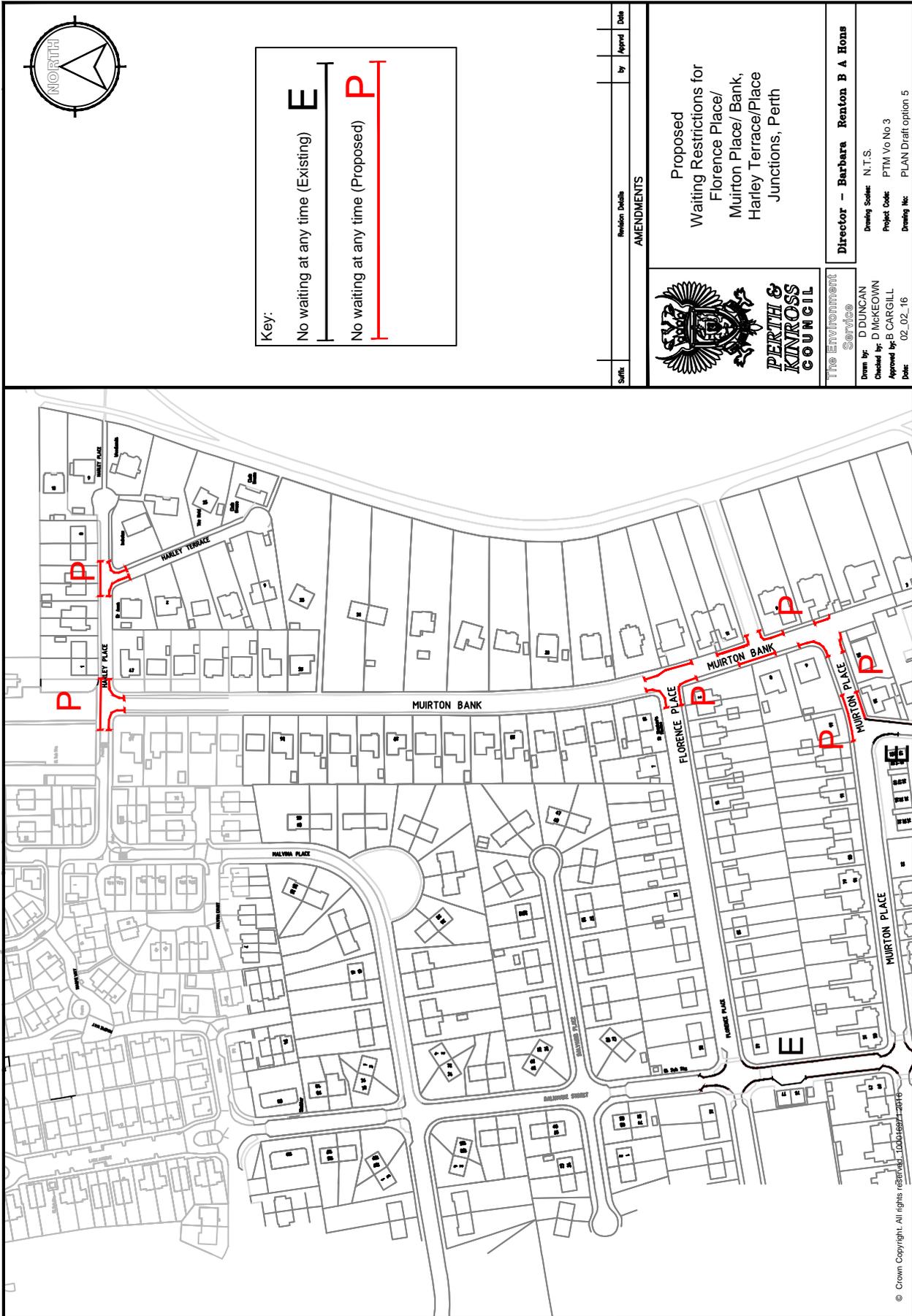
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 Project Code: PTM/No X 2016  
 Drawing No: PLAN 1

Drawn by: D DUNCAN  
 Checked by: D McKEOWN  
 Approved by: B CARGILL  
 Date: 07\_03\_16

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# Appendix 4



Key:

<b>E</b>	No waiting at any time (Existing)
<b>P</b>	No waiting at any time (Proposed)

Surf	Revision Details	by	Approve	Date
	<b>AMENDMENTS</b>			
 <b>PERTH &amp; KINROSS COUNCIL</b> The Environment Service				
Proposed Restrictions for Waiting Restrictions for Florence Place/ Muirton Place/ Bank, Harley Terrace/Place Junctions, Perth				
<b>Director – Barbara Renton B A Hons</b> Drawing Scale: N.T.S. Project Code: PTM Vo No 3 Approved by: B CARGILL Drawing No: PLAN.Draft.option 5 Date: 02_02_16				
Drawn by: D DUNCAN Checked by: D McKEOWIN Approved by: B CARGILL Date: 02_02_16				

