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Council Building
2 High Street
Perth
PH1 5PH

Thursday, 05 January 2017

A Meeting of the **Enterprise and Infrastructure Committee** will be held in the **Council Chambers, Ground Floor, Council Building, 2 High Street, Perth, PH1 5PH** on **Wednesday, 11 January 2017 at 14:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email 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 Giacomazzi (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, 11 January 2017

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 WEDNESDAY 9 NOVEMBER 2016** **5 - 12**
- 4 PERTH CITY DEVELOPMENT BOARD**
 - (i) MINUTE OF MEETING OF THE PERTH CITY DEVELOPMENT BOARD OF TUESDAY 6 SEPTEMBER 2016** **13 - 20**
 - (ii) PERTH CITY DEVELOPMENT BOARD - VERBAL UPDATE BY EXECUTIVE LEAD OFFICER**
- 5 UPDATE ON PROGRESS WITH THE PREPERATION OF SUPPLEMENTARY GUIDANCE TO SUPPORT THE LOCAL DEVELOPMENT PLAN** **21 - 36**

Report by Report by Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) (copy herewith 17/08)
- 6 WEST / NORTH WEST PERTH STRATEGIC DEVELOPMENT FRAMEWORK** **37 - 76**

Report by Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) (copy herewith 17/09)
- 7 APPLICATION FOR THE USE OF AFFORDABLE HOUSING DEVELOPER CONTRIBUTION COMMUTED SUMS** **77 - 84**

Report by Director (Environment) (copy herewith 17/10)
- 8 PLANNING PERFORMANCE FRAMEWORK 5** **85 - 132**

Report by Director (Environment) (copy herewith 17/11)

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| 9 | REVIEW OF THE PLANNING ENFORCEMENT CHARTER Report by Director (Environment) (copy herewith 17/12) | 133 - 158 |
| 10 | THE ENVIRONMENT SERVICE SCHEME OF CHARGES 2017/18 Report by Director (Environment) (copy herewith 17/13) | 159 - 184 |
| 11 | RE-DETERMINATION OF FOOTWAYS FOR SHARED USE Report by Director (Environment) (copy herewith 17/14) | 185 - 198 |
| 12 | PROPOSED 40MPH SPEED LIMITS AT ERROL Report by Director (Environment) (copy herewith 17/15) | 199 - 206 |
| 13 | STOPPING UP SECTIONS OF AINSLIE GARDENS, AINSLIE PLACE, AND CARNEGIE PLACE, PERTH Report by Director (Environment) (copy herewith 17/16) | 207 - 214 |
| 14 | PROPOSED VARIATION TO WAITING RESTRICTIONS, PERTH Report by Director (Environment) (copy herewith 17/17) | 215 - 222 |
| 15 | DIGITAL INFRASTRUCTURE IN PERTH AND KINROSS PROGRESS REPORT Report by Director (Environment) (copy herewith 17/18) | 223 - 238 |

Note: There will be a Presentation on the above item.

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ENTERPRISE AND INFRASTRUCTURE COMMITTEE

Minute of meeting of the Enterprise and Infrastructure Committee held in the Gannochy Suite, Dewar's Centre, Perth on Wednesday 9 November 2016 at 2.00pm.

Present: Councillors J Kellas, J Giacomazzi, H Anderson, K Baird (substituting for I Campbell), M Barnacle, D Doogan, J Flynn, T Gray, G Laing, A Livingstone, M Roberts (substituting for A Cowan), W Robertson and L Simpson (substituting for A Gaunt).

In Attendance: Councillor D Melloy (until Art. 776); B Renton, Director (Environment); N Brian, L Brown (until Art. 781), S D'All, T Flanagan, C Haggart, P Marshall, G Pinfield (until Art. 782), S Terras and W Young (all The Environment Service); C Flynn, G Fogg, H Rheinallt and C Vaskevicius (all Corporate and Democratic Services).

Apologies for Absence: Councillors I Campbell, A Cowan and A Gaunt.

The Convener led discussion on Arts. 778-783 and the Vice Convener led discussion on Arts. 776 and 777 and Arts. 784-793.

Councillor J Kellas, Convener, Presiding.

772. WELCOME AND APOLOGIES/SUBSTITUTES

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

773. DECLARATIONS OF INTEREST

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

774. MINUTES

(i) **Minute of Meeting of the Enterprise and Infrastructure Committee of 7 September 2016**

The Minute of Meeting of the Enterprise and Infrastructure Committee of 7 September 2016 (Arts. 609-624) was submitted, approved as a correct record and authorised for signature.

(ii) **Erratum to Minute of Meeting of the Enterprise and Infrastructure Committee of 9 September 2015 – Article 558 – Kinnoull Area, Perth – Proposed 20mph Speed Limit**

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The erratum to the minute of meeting of the Enterprise and Infrastructure Committee of 9 September was approved; Article 558 should have read "*Motion – 11 votes Amendment – 2 votes
Resolved: In accordance with the Motion*".

775. REQUEST FOR DEPUTATION

The Convener advised that a request for a deputation had been received in respect of Article 776, 20mph Speed Limit Strategy, as follows:

- Mr M Gallagher and Ms S Edwards

In terms of Standing Order 59, the Council agreed to hear the deputation from Mr M Gallagher and Ms S Edwards.

THE COMMITTEE UNANIMOUSLY AGREED TO VARY THE ORDER OF BUSINESS FROM THIS POINT WITH REGARD TO THE NEXT TWO ITEMS

776. 20MPH SPEED LIMIT STRATEGY

There was submitted a report by the Director (Environment) (16/501), (1) discussing the various factors to be considered when consideration is being given to the possible introduction of a 20mph speed limit within the Perth and Kinross Council area; and (2) proposing a general strategy to be followed to advise on requests for 20mph limits.

Mr Michael Gallagher and Ms Sara Edwards addressed the Committee, and, following their representations, and after answering questions from members, withdrew to the public benches.

Resolved:

- (i) The good practice guide attached in Appendix 1 of Report 16/501, be noted.
- (ii) The Director (Environment) be instructed to adopt the strategy, as outlined in Section 2 of Report 16/501, as the methodology to utilise in determining requests for 20mph speed limits with immediate effect.
- (iii) It be agreed that where circumstances merit, 20mph zones be considered.

777. PERTH CITY CENTRE COMMUNITY STREET AUDITS

There was submitted a report by the Director (Environment) (16/500), providing the Committee with information about the street audits that were carried out in the city centre of Perth, through a collaborative approach, working with key partners, which has provided an innovative insight into the problems being experienced by vulnerable pedestrians and identified issues affecting their ability to use the city centre.

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Resolved:

- (i) The contents of the report on walkable and accessible Perth City Centre Community Street Audits, as shown in Appendix 1 of Report 16/500, be noted.
- (ii) The list of priorities, as shown in Appendix 2 of Report 16/500, be approved.
- (iii) The continuation of the street audits in the city of Perth and other burghs in the Perth and Kinross area, be approved.

778. PERTH AND KINROSS COMMUNITY PLANNING PARTNERHSIP – ECONOMY AND LIFELONG LEARNING GROUP

(i) Minute of Meeting of the Community Planning Economy and Lifelong Learning Group of 29 April 2016

The minute of meeting of the Economy and Lifelong Learning Group of 29 April 2016 was submitted and noted.

(ii) Community Planning Economy and Lifelong Learning Group Briefing Note

There was submitted a joint briefing paper by the Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) and Senior Depute Chief Executive, ECS (Equality, Community Planning and Public Service Reform) (16/478), providing the Committee with an update on the activities of the Community Planning Economy and Lifelong Learning Outcome Delivery Group.

779. PERTH CITY DEVELOPMENT BOARD

(i) Minute of Meeting of the Perth City Development Board of 31 May 2016

The minute of meeting of the Perth City Development Board of 31 May 2016 was submitted and noted.

780. THE ENVIRONMENT SERVICE SIX MONTH PERFORMANCE SUMMARY 2016

There was submitted a report by the Director (Environment) (16/490), reviewing the performance of The Environment Service against its Business Management and Improvement Plan for the period 1 April to 30 September 2016.

Resolved:

- (i) The contents of the Environment Service Six Month Performance Summary for the period 1 April to 30 September 2016, as detailed in Appendix 1 to Report 16/490, for the Committee's area of specific interest, be approved.
- (ii) It be noted that Report 16/490 had been considered by the Environment Committee at a meeting earlier in the day, and would be submitted to the Community Safety Committee on 23 November 2016 and the Scrutiny Committee on 30 November 2016 for scrutiny and comment as appropriate.

781. DESTINATION MARKETING

There was submitted a report by the Director (Environment) (16/493), (1) providing the Committee with information on the destination marketing undertaken for the City of Perth and Perthshire; (2) outlining the proposed approach to future marketing, with particular reference to the additional resources recently approved by the Council's Strategic Policy and Resources Committee (Report 16/400 refers); and (3) detailing the work that is ongoing through the Perth Traders Association and other area partnerships to ensure that future marketing approaches target key audiences.

Resolved:

- (i) The proposals, as outlined in Section 2 of Report 16/493, be noted.
- (ii) The Director (Environment) be requested to bring back a further report to the Committee in early 2017 on the impact of the short term enhanced marketing campaign for Winter 2016, and to outline the road map proposals for future years.

782. SMART PERTH AND KINROSS STRATEGY

There was submitted a report by the Director (Environment) (16/494), (1) presenting the Committee with a Smart Perth and Kinross Strategy for consultation; and (2) setting out the principles and thematic areas that will make Perth and Kinross a smarter place.

Resolved:

- (i) The Smart Perth and Kinross Strategy, as outlined in Report 16/494, be approved for consultation.
- (ii) The Director (Environment) be requested to bring back a further paper to the Committee in due course on the outcome of the consultation, and the roadmap for future smart city actions.

783. PERTH AND KINROSS LOCAL DEVELOPMENT PLAN 2018-2028 DEVELOPMENT PLAN SCHEME

There was submitted a report by the Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) (16/495), seeking approval of the publication of the updated Development Plan Scheme as a key stage in the preparation of the next Perth and Kinross Local Development Plan 2018-2028.

Resolved:

- (i) The updated Perth and Kinross Council Development Plan Scheme, as detailed in Appendix 1 to Report 16/495, be agreed.
- (ii) The Director (Environment) be authorised to copy the Scheme to the Scottish Ministers.
- (iii) The Director (Environment) be requested to submit an annual progress report to the Enterprise and Infrastructure Committee detailing any change to the Development Plan Scheme.

784. PROVISION OF GREEN ROUTES IN PERTH AND KINROSS

There was submitted a report by the Director (Environment) (16/496), (1) seeking approval from the Committee to extend the programme of “Green Routes” on routes in the Cleish and Muthill areas; and (2) seeking approval to reduce the existing 60mph speed limit on these routes to 30mph and 40mph speed limits respectively.

Resolved:

- (i) The proposed routes, as detailed in Appendices 1 to 3 of Report 16/496, be approved and taken forward as an addition to the Green Routes projects to be implemented in financial year 2016/17.
- (ii) The start of the legal process to promote the relevant Traffic Regulation Orders to vary the speed limits, as detailed in Appendices 1 to 3 of Report 16/496, be approved.
- (iii) It be noted that the changes to the relevant Traffic Regulation Orders to amend the speed limits will be progressed in 2016/17, with the new speed limits in place by the end of March 2017.

785. ROADS ASSET ANNUAL STATUS REPORT

There was submitted a report by the Director (Environment) (16/497), (1) presenting a status summary of the Council’s Roads assets based upon the latest published Scottish local authority data as at 31 March 2016; and (2) describing the current condition of the asset, the standards achieved, and providing performance indicator information to allow benchmarking of results.

Resolved:

- (i) The contents of Report 16/497, be noted.
- (ii) The condition and performance of the Council’s Roads assets as at 31 March 2016, as set out in Appendix 2 of Report 16/497, be noted.
- (iii) The Roads Maintenance programme, as set out in Appendix 3 of Report 16/497, be noted.

786. WORKS TO PRIVATE/UNADOPTED ROADS AND FOOTWAYS

There was submitted a report by the Director (Environment) (16/498), outlining a recommended list of roads to be considered for bringing to a standard where they can subsequently be adopted by Perth and Kinross Council, and for assisting residents in meeting the cost of this work.

Resolved:

- (i) The execution of works to bring roads detailed in Appendix 2 of Report 16/498 up to a standard where it is appropriate to adopt the roads, be approved.
- (ii) Should full agreement on cost sharing not be reached in relation to the schemes highlighted in Appendix 2 of Report 16/498, the execution of works for the next highest ranking schemes, based upon the assessment of requests set out in Appendix 3 of Report 16/498, and within budgeted resources, be approved.

787. AMENDMENTS TO THE LIST OF PUBLIC ROADS

There was submitted a report by the Director (Environment) (16/499), recommending that the List of Public Roads be updated to take account of the amendments detailed in Report 16/499.

Resolved:

The additions to the List of Public Roads, as detailed in Appendix 1 of Report 16/499, be approved.

788. PROPOSED 30MPH SPEED LIMIT AT THE HOSH, CRIEFF AND TULLIBARDINE

There was submitted a report by the Director (Environment) (16/502), (1) detailing the proposal to introduce 30mph speed limits at The Hosh, Crieff and at Tullibardine as a result of requests from the local communities with the support of the local elected members; and (2) recommending the start of varying the Traffic Regulation Order for the 30mph Speed Limits.

Resolved:

The promotion of a variation to the relevant Traffic Regulation Order for the introduction of 30mph speed limits, at the locations shown in Appendices 1 and 2 of Report 16/502, be approved.

789. PROPOSED 40MPH SPEED LIMITS AT BALVARRAN, CARNBO, GLENDEVON, ENOCHDHU, PERTH AND WESTER BALGEDIE

There was submitted a report by the Director (Environment) (16/503), (1) detailing the proposal to introduce, or extend, existing 40mph speed limits at Balvarran, Carnbo, Glendevon, Enochdhu, Perth and Wester Balgedie as a result of requests from local communities with the support of the local elected members; and (2) recommending the start of varying the Traffic Regulation Order for the 40mph speed limits.

Resolved:

The promotion of a variation to the relevant Traffic Regulation Order to allow the introduction/extension and implementation of 40mph speed limits, at the locations detailed in Appendices 1 to 6 of Report 16/503, be approved.

790. PROPOSED CHANGES TO KING STREET/GALVELMORE STREET CAR PARK, CRIEFF OFF-STREET CAR PARK ORDER

There was submitted a report by the Director (Environment) (16/504), recommending a variation to the Off Street Car Park Traffic Regulation Order to enable the time limits and ticketing systems to be amended for King Street/Galvelmore Street Car Park in Crieff.

Resolved:

The promotion of a variation to the relevant Traffic Regulation Order, to amend the times and formalise the free ticket issue for the King Street/Galvelmore Street Car Park into the Off Street Car Park Traffic Regulation Order, be approved.

791. PROPOSED CHANGES TO THE 20/30/40MPH SPEED LIMITS AT GLENLOMOND/WESTER BALGEDIE

There was submitted a report by the Director (Environment) (16/505), detailing proposals to rescind the existing 40mph speed limit, and introduce various 20/30mph speed limits at the U243 Dryside Road, Glenlomond/Wester Balgedie; and (2) recommending the start of varying the various Traffic Regulation Orders for the 20/30/40mph speed limits.

Resolved:

The promotion of a variation to the relevant Traffic Regulation Orders to allow the removal of the existing 40mph speed limit, and the introduction and implementation of 20mph and 30mph speed limits, as detailed in Appendix 1 of Report 16/505, be approved.

792. PROPOSED VARIATION TO WAITING RESTRICTIONS, LAWGROVE PLACE, RUTHVENFIELD PLACE, PERTH

There was submitted a report by the Director (Environment) (16/506), (1) outlining the problems experienced by walkers, cyclists and businesses of Lawgrove Place and Ruthvenfield Place, Perth due to indiscriminate parking; and (2) recommending a variation to the Perth Traffic Management Order to introduce waiting restrictions on Lawgrove Place and Ruthvenfield Place, Perth.

Resolved:

The promotion of a variation to the relevant Traffic Regulation Order to introduce additional No Waiting at Any Time waiting restrictions on Lawgrove Place and Ruthvenfield Place, Perth, as shown in Appendices 1 and 2 of Report 16/506, be approved.

793. PROPOSED VARIATION TO WAITING RESTRICTIONS, PERTH

There was submitted a report by the Director (Environment) (16/507), (1) summarising the objections received on the proposal to introduce waiting restrictions on Duncansby Way and various streets in the Muirton Area, Perth; and (2) recommending that the Committee set aside the objections and that the Traffic Regulation Order is made as advertised.

Resolved:

It be agreed to set aside the objections received and to proceed to make the Traffic Regulation Order to introduce waiting restrictions on various streets in Duncansby Way and in the Muirton area of Perth, as shown in Appendices 1 and 2 of Report 16/507, except in front of the garage mentioned in Section 1.3 of Report 16/507.

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## PERTH AND KINROSS COUNCIL

### PERTH CITY DEVELOPMENT BOARD

Minute of meeting of the Perth City Development Board, held in the Gannochy Suite, Dewar's Centre, Glover Street, Perth on Tuesday 6 September at 4.30pm.

- Present:**
- J Bullough, SCAA (Chairman)
  - Councillor I Miller (up to and including Item 7)
  - Councillor D Doogan (from and including part of Item 4)
  - Councillor A MacLellan
  - Councillor J Kellas
  - Councillor W Wilson
  - Ms B Malone, Perth and Kinross Council
  - Mr J Valentine, Perth and Kinross Council
  - Mr J Fyffe, Perth and Kinross Council
  - Professor I Bryden, University of the Highlands and Islands (substituting for Professor C Mulholland) (up to and including Item 4)
  - Ms S Butler, Scone Palace
  - Mr K Fergie, Perth Traders Association
  - Mr R Graham, Perthshire Chamber of Commerce
  - Mr K Greenhorn, SSE Enterprise
  - Dr E Mitchell, Scottish Enterprise
  - Mr B Nicoll, NHS Tayside (substituting for Ms L Mclay)
  - Mr D Robertson, Stagecoach East Scotland (substituting for Mr A Jarvis) (from and including part of Item 4)
  - Mr D Ross, Kilmac Construction
  - Ms P Wilson, Perth College UHI (substituting for Ms M Munckton)
- In Attendance:**
- J McCrone, Perth and Kinross Council
  - H Rheinallt, Perth and Kinross Council
  - Mr S Stewart, Stagecoach Group (up to and including Item 4)
  - Ms A Seggie, Developing Scotland's Young Workforce, Perth and Kinross Council (up to and including Item 4)
- Apologies:**
- Mr F Clark, Inveralmond Brewery
  - Mr D Littlejohn, Perth & Kinross Council
  - Mr C Kinnoull, Hiscox
  - Dr J Kynaston, The Gannochy Trust
  - Mr S Edwards, The Parklands Hotel
  - Mr A Jarvis, Stagecoach East Scotland
  - Mr M McDiarmid, Perthshire Chamber of Commerce

Mr J Moyes, Live Active Leisure  
 Professor C Mulholland, University of the Highlands and Islands  
 Ms M Munckton, Perth College UHI  
 Ms V Unite, Perthshire Chamber of Commerce

J Bullough, Chairman, Presiding.

## **1. WELCOME AND INTRODUCTIONS**

J Bullough, Chairman welcomed everyone to the meeting and apologies were noted as above. He welcomed in particular Mr K Fergie, Perthshire Traders Association, to his first meeting of the Board, following agreement that Perth Traders Association become a permanent representative body of the city centre on the Board.

## **2. MINUTE OF MEETING OF 31 MAY 2016**

The minute of meeting of the Perth City Development Board 31 May 2016 was submitted and approved as a correct record.

## **3. MATTERS ARISING**

There were no matters arising.

## **4. DEVELOPING THE REGIONAL APPROACH TO SCOTLAND'S YOUNG WORKFORCE**

S Stewart, Stagecoach Group, gave a presentation to members on developing the regional approach to Scotland's young workforce.

The following points were noted:

- The Scottish Government aims to reduce youth unemployment by 40% by 2021
- The aim of the regional private-sector led Developing the Young Workforce Board (DYW Board) is to bring businesses and education closer together to ensure the region has the right skills to develop properly; it will build on what is working in the area already
- The importance of the involvement of smaller businesses in the Perth and Kinross area in the strategy for reducing youth unemployment
- The key principles and format of the three-year action plan for developing the young workforce
- The particular regional challenges of the Perth and Kinross area
- That there is a lot of good work already ongoing in the Perth and Kinross area, with 420 businesses offering work experience, and existing links between providers and companies

- The challenges facing the young workforce in the area which need to be addressed, for example the amount of low paid jobs
- The initiative is part of the wider agenda in the Perth and Kinross area
- The Board's core workstreams and activities and how it will maximise resources, as the programme will have to be self-sustainable in three years' time
- The hope that the DYW Board will be able to work closely with the Perth City Development Board on shared goals

#### D ROBERTSON ENTERED THE MEETING AT THIS POINT

B Malone asked whether the apprenticeship levy will have any impact on the programme. S Stewart responded that a consultation document had been issued to DYW Board members regarding the apprenticeships levy, although the results of the consultation were not known yet.

In response to a query from Councillor Kellas, S Stewart confirmed that the DYW Board will be targeting rural areas as well as big businesses.

#### COUNCILLOR DOOGAN ENTERED THE MEETING AT THIS POINT

P Wilson highlighted the importance of considering more innovative models of working with small businesses. She further highlighted the increasing number of students at Perth College UHI studying up to postgraduate level, for whom sports and leisure opportunities are important, and therefore collaborative working is crucial.

In response to a query from K Fergie regarding the volume of paperwork required to be completed when taking on apprentices, S Stewart advised that this issue had also been raised by others, and these comments will be taken into account.

Members discussed options for collaborative working between the DYW Board and the Perth City Development Board, including the possibility of sharing information about the progress of the DYW Board to the Perth City Development Board, which will require a common reporting framework to be considered (**Action – J McCrone**).

PROFESSOR I BRYDEN, S STEWART AND A SEGGIE LEFT THE MEETING AT THIS POINT

## 5. THE FAIRNESS COMMISSION

Councillor McLellan provided a verbal update to members regarding the recent establishment of the Fairness Commission. He referred to the changing geography of poverty, and the way it affects many families in relation to inequality in health and other areas; therefore, traditional methods of tackling poverty are no longer as suitable to deal

with these issues. The Commission has been established to learn more about how people living in the Perth and Kinross area experience poverty and equality and will take place over one year from June 2016 to April 2017. The members of the Commission have a varied set of skills and experiences and aim to gain a deeper understanding of the challenges that must be collectively faced.

Councillor McLellan suggested action that the Perth City Development Board and its members could take regarding the work of the Fairness Commission, including: (i) supporting the Commission to actively align its agenda with that of the Perth City Development Board; (ii) engaging with the Fairness Commission, including through attendance at the Community Planning Conference in November; (iii) through supporting and encouraging the work of the Commission when it requests information from businesses and organisations.

## 6. CULTURAL INVESTMENT AND UK CITY OF CULTURE BID

J Fyffe, Senior Depute Chief Executive, ECS (Equality, Community Planning and Public Service Reform), Perth and Kinross Council gave a presentation to members on cultural investment and the UK City of Culture bid.

The following points were noted:

- The UK City of Culture bid is about cultural regeneration, which feeds into economic regeneration
- The bid will be rooted in community engagement
- The high level message of the bid is 'Ancient Roots – Modern Scots,' which builds on both the fantastic history of the Perth and Kinross area and its modern culture
- The criteria for the bid has not been published yet, and the bid must be submitted in April 2017. The shortlist will be published in May 2017.

At the end of his presentation, J Fyffe asked the members of the Board to consider how businesses could support the bid.

J Fyffe agreed to send the branding for the City of Culture to the Perth Traders Association and the Perthshire Chamber of Commerce **(Action – J Fyffe)**.

J Fyffe agreed to arrange a business launch for the city of culture with the Perth Traders Association and the Perthshire Chamber of Commerce **(Action – J Fyffe)**.

## 7. PERTH CITY DEVELOPMENT BOARD ELECTIONS 2016



There was submitted a report by J Bullough, Chairman, Perth City Development Board (G/16/213) recommending that re-election of members be sought on the basis of previously agreed revised arrangements in respect of governance and membership.

**Resolved:**

- (i) The Board noted that nominations will be reported to and considered at the next meeting of the Board on Tuesday 15 November 2016.
- (ii) The Board agreed to seek re-election of Board members on the basis of the agreed revised selection criteria, with the following amendment: Terms of Reference Item 4 Membership to read '1 Councillor from each of the Perth City Wards 10, 11, 12'.

COUNCILLOR MILLER LEFT THE MEETING AT THIS POINT

**8. APPOINTMENT OF WAYNE HEMINGWAY AS ADVISOR TO THE BOARD**

There was submitted a report by J Bullough, Chairman, Perth City Development Board (G/16/215) advising the Board of the appointment of Wayne Hemingway, designer and urban design advisor, to provide advice to the Council and Board in respect of key city projects and activities.

**Resolved:**

The Board unanimously supported the appointment of Wayne Hemingway as advisor to the Board.

**9. PERTH CITY PLAN DELIVERY - PROGRESS**

There was submitted and noted a report by J Bullough, Chairman, Perth City Development Board (G/16/212) providing an update on the delivery of the Perth City Plan in respect of the key Themes and associated Big Moves. The Board had previously agreed that, following approval of the Plan, its delivery would be progressed via subsidiary project groups for the development of infrastructure to support smart growth and required actions for each of the Big Moves, as identified in the Plan.

An update on Infrastructure for Smart Growth was given as follows: J Valentine advised members that: (i) at the meeting of Perth and Kinross Council on 20 June 2016, the Council had agreed a capital programme in which funding for the City Plan was committed; (ii) works on the A9/A85 junction will start in the middle of September 2016; (iii) the City Wifi and CCTV work had started; (vi) and the works to the Canal Street car park will be complete by Christmas.

**10. COMMUNICATIONS**

The Chairman highlighted the importance of co-ordinating communications between businesses and the Council when releasing the Perth City Plan.

B Malone gave assurance that this would be considered where possible.

Members discussed the importance of sharing information, balanced by the need to understand the conflicting interests involved.

COUNCILLOR WILSON, HAVING DECLARED AN INTEREST IN THE FOLLOWING ITEM IN TERMS OF THE COUNCILLORS' CODE OF CONDUCT AS A MEMBER OF THE PERTH AND KINROSS LICENSING BOARD, TOOK NO PART IN THE DELIBERATION OF THE FOLLOWING ITEM

**(i) Perth and Kinross Licensing Board Consultation on Overprovision and on Revocation of Premises Licenses**

**Note:** the Council Officer members of the Board took no part in the discussion or deliberation of the following item.

There was submitted a note of the consultation received on behalf of the Perth City Development Board (G/16/214).

The Chairman outlined the details of the request from the Licensing Board for the Perth City Development Board's opinion on their consultation.

**Resolved:**

Following an extensive discussion, the Board, with the exception of the Council Officers, agreed on the following response:

- (i) There was unanimous approval to review and restrict the number of off sales licences in Perth.
- (ii) The Board did not have unanimous agreement that on-sale licenses should be limited and the majority felt that responsible on-sales licenses should be unrestricted.
- (iii) The Board unanimously agreed that licenses should be revoked if the licensed premise was closed or dormant and agreed to leave the decision as to the period before revocation to the Licensing Board.

**11. ANY OTHER COMPETENT BUSINESS**

There was no other competent business.

**12. DATE OF NEXT MEETING**

The next meeting of the Perth City Development Board was scheduled to take place on Tuesday 15 November 2016 at 4.30pm in the Gannochy Suite, Dewars Centre, Perth.



## PERTH AND KINROSS COUNCIL

### Enterprise & Infrastructure Committee

11 January 2016

#### Update on Progress with the Preparation of Supplementary Guidance to Support the Local Development Plan

#### Report by Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development )

This report seeks approval for the proposed programme and priorities for preparing supplementary guidance to support both the Adopted Local Development Plan and the Local Development Plan review process currently under way. It also provides an update in respect of progress made on the preparation of the Statutory Supplementary Guidance and the non-statutory guidance work programme of the Local Development Plan team.

### 1. BACKGROUND / MAIN ISSUES

- 1.1 A report seeking approval for the publication of, and consultation on, the Main Issues Report (Report No.15/534 refers) was considered at the Special Council meeting on 18 November 2015. In line with the recommendations of this report, it was agreed that a report on the proposed programme and priorities for preparing Supplementary Guidance would be submitted to the January 2016 Enterprise & Infrastructure Committee (Report No.16/2 refers). This further report provides an update on progress on a number of pieces of guidance.
- 1.2 Guidance has been adopted in the following areas:
- Delivering Zero Waste (Report No. 16/376 refers);
  - updates to the Loch Leven SPA and Ramsar Site Advice (Report No. 16/379 refers);
  - Dunkeld-Blairgowrie Lochs SAC (Report No. 16/379 refers);
  - and River Tay SAC advice for Developers (Report No. 16/379 refers).
- 1.3 In addition, progress is ongoing in respect of the statutory guidance for:
- Placemaking;
  - Renewable and Low Carbon Energy (including a spatial strategy for wind);
  - Open Space Provision and Developer Contributions;
  - the non-statutory guidance for Gypsy/Travellers' sites; and
  - the Planning and Biodiversity suite of advice documents.

- 1.4 It is proposed to add one new piece of non-statutory guidance to the programme in relation to air quality. This is an outcome of the Perth Air Quality Action Plan and its adoption bringing considerable benefits to the Air Quality policy, in advance of proposed revisions to the next Local Development Plan. Specifically, it will allow consideration of air quality to be expanded within the policy coverage of the Local Development Plan to ensure:
- a consistent and standardised approach to assessing the impact of new developments on air quality, and in doing so enable confident planning decisions to be determined;
  - the promotion of a proactive response to development design in terms of air quality; and
  - the implementation of appropriate mitigation measures proportionate to the predicted air quality impact.
- 1.5 Appendix 1 provides more detail in respect of the updated programme for Supplementary Guidance.

## 2. PROPOSALS

### Proposed programme and priorities for Supplementary Guidance

- 2.1 As part of the policy review undertaken to inform the preparation of the Main Issues Report (MIR), the effectiveness of the existing Supplementary Guidance was considered. The findings of this have informed the proposed revised programme. The outcome of the MIR consultation has also informed proposals for the revised programme.
- 2.2 As a result, Appendix 1 provides an update on:
- which pieces of guidance have been operating well and should remain unchanged,
  - those pieces of guidance that are to be amended due to policy changes, and
  - areas where new guidance is required.

### Statutory Supplementary Guidance

- 2.3 In relation to the Statutory Supplementary Guidance, there are three significant pieces remaining in the work programme on which progress has been made as follows:
- **Renewable and Low Carbon Energy (including a spatial framework for wind, hydro and solar)** – A significant amount of work has been undertaken on this guidance, and its scope has been widened to include hydro and solar. However, due to the volume of work and availability of staff resources, it has not progressed as programmed. It is proposed that draft guidance will be consulted on in spring 2017

- **Placemaking** – This guidance is currently being prepared and a significant amount of work has been undertaken. An initial draft is well advanced and will be consulted on in spring 2017
- **Open Space Provision and Developer Contributions** – This guidance is currently being prepared and a significant amount of work has been undertaken. An initial draft is well advanced. However, issues have arisen which require a comprehensive review of the open space adoption policy. It is intended that a Draft of the Open Space Supplementary Guidance is published for consultation in Spring 2017, but this will be dependent on the timing of the review of the open space adoption policy. It is intended that a Draft of the Open Space Supplementary Guidance is published for consultation in Spring 2017, but this will be dependent on the timing of the review of the open space adoption policy.

2.4 In addition, updates are required to:

- Housing in the Countryside Guide;
- Sustainable Design and Zero Carbon Development;
- Airfield Safeguarding; and
- Flood Risk and Flood Risk Assessments.

2.5 Work on the Statutory Supplementary Guidance will be carried out in tandem with the review of the Local Development Plan. Consultation may take place at, or around, the same time as the Proposed Plan to ensure that the revised pieces of Supplementary Guidance are adopted at the same time as the LDP.

### **Non-statutory Guidance**

2.6 When the Supplementary Guidance programme was last reviewed, the concerns of the Chief Planner in respect of the volume of Supplementary Guidance under preparation by planning authorities, and consequent resource implications for both planning authorities and the Scottish Government, were taken into consideration.

2.7 To address the points raised by the Chief Planner's letter, it was proposed that several pieces of guidance that were not necessary to be Statutory Supplementary Guidance be classified as non-statutory, including:

- guidance on matters specified in other legislation (for example Conservation Area appraisals; the Special Area of Protection; Special Areas of Conservation; and the biodiversity guidance); and
- Development briefs and masterplans, since these are typically prepared by the landowner/developer and submitted in support of a planning application

2.8 This change in the classification of the above pieces of guidance will take effect once the adopted Local Development Plan is replaced by the next Local Development Plan, the timescale for which is set out in the Development Plan Scheme. There is no change to their classification in the meantime.

2.9 In respect of the non-statutory guidance, progress has been made as follows:

- Committee approval was given to the updated guidance in respect of **Loch Leven SPA; Dunkeld-Blairgowrie Lochs SAC; and the River Tay SAC;**
- Preparation of the **West/North West Perth Strategic Development Framework** which will bring together all the different requirements for the major development sites to the West and North West of Perth. This was put on hold awaiting the outcome of the Almond Valley planning application appeal. The issue of the decision at the end of October has allowed the document to be finalised and a report on the draft guidance and the outcome of the consultation on it is being brought for consideration under a separate paper to this Committee Meeting;
- the **Gypsy Travellers' Sites** guidance is being developed to support, and provide clarity, in respect of the existing policy and consultation in this respect is ongoing; and
- consolidation and updating of the **biodiversity guides** will now be brought to conclusion following adoption of the Tayside Local Biodiversity Action Plan.

2.10 One new piece of non-statutory guidance is highlighted:

**Air Quality** – one of the outcomes of the MIR consultation was SEPA's requirement that consideration of Air Quality be expanded to ensure:

- a consistent and standardised approach to assessing the impact of new developments on air quality
- In doing so, enable confident planning decisions to be determined;
- The promotion of a proactive response to development design in terms of air quality; and
- the implementation of appropriate mitigation measures proportionate to the predicted air quality impact.

2.11 This is in keeping with the Scottish Government's national strategy "Cleaner Air for Scotland (CAFS)" published in November 2015. Since this has already been identified as one of the outcomes of the Perth Air Quality Action Plan, it is considered appropriate to bring forward the work on the guidance which will cover the whole of Perth and Kinross. As such, it can be prepared as non-statutory guidance in advance of the Proposed LDP. It is proposed that draft guidance be consulted upon in Spring 2017, with a view to incorporating it as Statutory Supplementary Guidance on adoption of the next LDP. The Environment Committee of 11 January 2017 will consider a report on the Scottish Government's national strategy, the report recommends the establishment of Corporate Air Quality Working Group to facilitate a fully integrated approach to improving air quality, including implementation of the CAFS strategy requirements. The Working Group will provide an appropriate forum for the formulation and discussion of the planning guidance on air quality.



### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 This report provides an update on the work done to date, along with the work that is programmed to take place in respect of LDP Supplementary Guidance and other non-statutory guidance between now and January 2018. Implementation of the priorities set out in the programme will ensure that the planning policy framework is in place to support the Local Development Plan.
- 3.2 It is recommended that the Committee:
- (i) Notes the progress made on the programme for the planning policy framework;
  - (ii) Agrees the priorities for preparing the LDP Supplementary Guidance as set out in this report.
  - (iii) Instructs the Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development) to continue to prepare an annual update to the Enterprise and Infrastructure Committee on progress with the preparation of Supplementary Guidance to support the Local Development Plan.

#### Author

| Name          | Designation                      | Contact Details                                                                                    |
|---------------|----------------------------------|----------------------------------------------------------------------------------------------------|
| Brenda Murray | Team Leader<br>Development Plans | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name          | Designation                                                                                                 | Date             |
|---------------|-------------------------------------------------------------------------------------------------------------|------------------|
| Jim Valentine | Depute Chief Executive,<br>Environment<br>(Sustainability, Strategic<br>and Entrepreneurial<br>Development) | 14 December 2016 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan/Single Outcome Agreement

- 1.1 This report supports the Community Plan/Single Outcome Agreement strategic objectives of promoting a prosperous, inclusive and sustainable economy; and creating a safe and sustainable place for future generations.

#### Corporate Plan

- 1.2 The Council's Corporate Plan 2013 – 2018 sets out five outcome-focused strategic objectives that 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.

- 1.3 This report relates to all of the above.

## **2. Resource Implications**

### Financial

2.1 There are no financial implications arising from this report.

### Workforce

2.2 There are no workforce implications arising from this report.

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

2.3 There are no asset management implications arising from this report.

## **3. Assessments**

### Equality Impact Assessment

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

3.2 The supplementary guidance referred to in the Committee Report has been or will be considered under the Corporate Equalities Impact Assessment process (EqIA) and where necessary, assessments have been undertaken.

### 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 supplementary guidance referred to in the Committee Report has been or will be considered under the Act and where necessary, Screening Reports and Environmental Reports have been undertaken.

### 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. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:

- in the way best calculated to delivery of the Act's emissions reduction targets;
- in the way best calculated to deliver any statutory adaptation programmes; and
- in a way that it considers most sustainable.

- 3.6 The proposals have been considered under the provisions of the Acts using the Integrated Appraisal Toolkit.
- 3.7 The supplementary guidance referred to in the Committee Report has been or will be considered under the Acts where necessary. It supports the policy framework set out in the Local Development Plan, which seeks to achieve sustainable development and reduce the impact of climate change through its vision, strategies, policies and proposals, and will therefore contribute to the delivery of a more sustainable Perth and Kinross.

#### Legal and Governance

- 3.8 None.

#### Risk

- 3.9 There are no specific risks associated with the proposals outlined within the Committee Report.

### **4. Consultation**

#### Internal

- 4.1 Officers in Community Greenspace and Environmental Health have been consulted in the preparation of this report.

#### External

- 4.2 None.

### **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:

- Perth and Kinross Local Development Plan (Adopted February 2014);
- LDP1 Monitoring Statement;
- Letter dated 15 January 2015 from the Chief Planner;
- MIR Appendix 1 Policy Analysis;
- LDP2 Main Issues Report
- LDP1 Action Programme
- Development Plan Scheme

### **3. APPENDICES**

#### **3.1 Appendix 1 – Supplementary Guidance update December 2016**



# APPENDIX 1

## SUPPLEMENTARY GUIDANCE UPDATE DECEMBER 2016

| <b>Statutory Supplementary Guidance</b>            |                                                                                                                            |                                                                                                                                                                                                                                                                              |
|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Status</b>                                      | <b>Name</b>                                                                                                                | <b>Next steps</b>                                                                                                                                                                                                                                                            |
| <b>Completed</b>                                   | Forest and Woodland Strategy                                                                                               | No amendments are required but will be reconsulted on at the same time as the Proposed Plan in accordance with legislation                                                                                                                                                   |
|                                                    | Green Infrastructure                                                                                                       |                                                                                                                                                                                                                                                                              |
|                                                    | Landscape Guidance                                                                                                         |                                                                                                                                                                                                                                                                              |
|                                                    | Affordable Housing Guide                                                                                                   | These have been consolidated to create a clear and concise statement of the Council's Developer Contribution and Affordable Housing requirements. No amendments are required but will be reconsulted on at the same time as the Proposed Plan in accordance with legislation |
|                                                    | Developer contributions 2011 incorporating Primary Education and A9 Junction guidance                                      |                                                                                                                                                                                                                                                                              |
|                                                    | Developer Contributions and Transport Infrastructure                                                                       | No amendments are required but will be reconsulted on at the same time as the Proposed Plan in accordance with legislation                                                                                                                                                   |
| Delivering Zero Waste                              | No amendments are required but will be reconsulted on at the same time as the Proposed Plan in accordance with legislation |                                                                                                                                                                                                                                                                              |
| <b>Completed but requires significant updating</b> | Housing in the Countryside Guidance                                                                                        | Issues have been raised with the guidance and there is a need to redraft it to ensure our policy position is clearer. Consult on draft in spring 2017                                                                                                                        |
|                                                    | Sustainable Design and Zero Carbon Development                                                                             | This guidance is to be amended to ensure heat/cooling networks and opportunities are considered within new developments, and to reflect updated Scottish Government guidance and policy on renewable heat. Consult on draft in spring 2017.                                  |
| <b>Completed but requires minor updating</b>       | Airfield Safeguarding                                                                                                      | Amend guidance to include Bachilton Airfield. Consult on at the same time as the Proposed Plan                                                                                                                                                                               |
|                                                    | Flood risk and Flood Risk Assessments                                                                                      | Guidance requires minor updates to reference Local Flood Risk Management Plans, River Basin Management Plans and to reflect updated SPP. Consult on at the same time as the Proposed Plan                                                                                    |
| <b>Currently being prepared</b>                    | Renewable and Low Carbon Energy (including a spatial framework for wind, hydro and solar)                                  | This guidance is currently being prepared and will replace the existing guidance for wind energy development issued in 2005. A significant amount of work has been undertaken on this guidance. Consult on draft in spring 2017                                              |
|                                                    | Placemaking                                                                                                                | This guidance is currently being prepared and a significant amount of work has been undertaken. Consult on draft in spring 2017                                                                                                                                              |



### Statutory Supplementary Guidance

| Status         | Name                                             | Next steps                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | Open Space Provision and Developer Contributions | This guidance is currently being prepared and a significant amount of work has been undertaken. An initial draft is well advanced, however, issues have arisen which require a comprehensive review of the open space adoption policy, key principles of which should be referenced in the Supplementary Guidance. It is intended that a Draft of the Open Space SG is published for consultation in Spring 2017 but this will be dependent on the timing of the review of the open space adoption policy being progressed by Community Greenspace. |
| <b>Deleted</b> | Employment and Mixed Use Areas                   | It has been agreed that the requirements set out within the adopted guidance for employment and mixed use areas be incorporated within the site specific developer requirement in the next LDP, removing the need for this guidance document                                                                                                                                                                                                                                                                                                        |
|                | Green Belt Management Plan                       | Significant changes are proposed to the Greenbelt policy and it has previously been agreed that is no longer appropriate to prepare a Greenbelt Management Plan.                                                                                                                                                                                                                                                                                                                                                                                    |

### Non-statutory guidance

| Status                              | Name                                                                                                                                                                                                                                                                                      | Next steps                                                                                                                                                                                                                    |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Completed</b>                    | Conservation Area Appraisals for Aberfeldy, Abernethy, Blair Atholl, Blairgowrie, Cleish, Comrie, Coupar Angus, Crieff, Dunkeld, Dunning, Errol, Grandtully & Strathtay, Inchtute, Kenmore, Kinross, Longforgan, Muthill, Perth Central, Perth Kinnoull, Pitlochry, Rait and Scotlandwell | No requirement to review; however should this become desirable, it is likely that Blairgowrie, Crieff, Kinross and Perth Central would be priorities                                                                          |
|                                     | Auchterarder Expansion Townhead and North East Development Framework March 2008                                                                                                                                                                                                           | No future requirement to review                                                                                                                                                                                               |
|                                     | Oudenarde Masterplan May 2001                                                                                                                                                                                                                                                             | No future requirement to review                                                                                                                                                                                               |
|                                     | Transport Standards Guide.                                                                                                                                                                                                                                                                | No current requirement to review. However, if the Council introduces any significant future variations, it may be considered appropriate to revisit the guide with a view to adopting it as Statutory Supplementary Guidance. |
|                                     | Loch Leven SPA and Ramsar Site Advice                                                                                                                                                                                                                                                     | No current requirement to review                                                                                                                                                                                              |
|                                     | Dunkeld-Blairgowrie Lochs SAC                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                               |
| River Tay SAC Advice for Developers |                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                               |

| <b>Non-statutory guidance</b>                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                              |
|----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Status</b>                                            | <b>Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Next steps</b>                                                                                                                                                                                                                                                                            |
|                                                          | Development Briefs/<br>Masterplans and<br>Development<br>Frameworks:<br>Berthapark; Almond<br>Valley Village; Perth<br>West; Tulloch<br>Marshalling Yards;<br>Newton Farm; Broxden,<br>Perth; James Hutton<br>Institute, Invergowrie;<br>Ruthvenfield Road,<br>Perth; Stanley; Scone<br>North; Binn Farm;<br>Borlick, Aberfeldy;<br>Lathro Farm, Kinross;<br>Gartwhinzean, Powmill;<br>Auchterarder; Broich<br>Road, Crieff; Welton<br>Road, Blairgowrie;<br>West Blairgowrie;<br>Forfar Road Meikle | These are in the main progressed by the<br>landowners/developers through the<br>planning application process and as such<br>it is proposed that they are non-statutory.<br>The existing documents will be reviewed<br>to ensure any necessary requirements are<br>incorporated into the LDP. |
|                                                          | Occupancy Restrictions<br>practice note                                                                                                                                                                                                                                                                                                                                                                                                                                                              | No current requirement to review                                                                                                                                                                                                                                                             |
| <b>Completed<br/>but requires<br/>minor<br/>updating</b> | A Guide to<br>Incorporating<br>Biodiversity into<br>Development                                                                                                                                                                                                                                                                                                                                                                                                                                      | Guidance to be updated to reflect the<br>Biodiversity 2020 target and the Tayside<br>Local Biodiversity Action Plan 2016.<br>Consult on draft in 2017                                                                                                                                        |
|                                                          | Householders Guide to<br>Biodiversity                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                              |
|                                                          | Biodiversity: A<br>Developer's Guide                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                              |
| <b>New</b>                                               | Gypsy/Travellers' Sites                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Guidance to be developed to support the<br>existing policy criteria and provide greater<br>clarity, and consultation in this respect is<br>ongoing                                                                                                                                           |
|                                                          | Masterplan for Friarton<br>Quarry                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | To be progressed by the<br>landowners/developers through the<br>planning application process, subject to<br>outcome of Proposed Plan consultation<br>and examination                                                                                                                         |
|                                                          | Masterplan for<br>Blairgowrie Eastern<br>Expansion                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                              |
|                                                          | Conservation Area<br>Appraisal for Birnam                                                                                                                                                                                                                                                                                                                                                                                                                                                            | This guidance is currently being prepared<br>and work is at an early stage. Consult on<br>draft in 2017                                                                                                                                                                                      |

**Non-statutory guidance**

| <b>Status</b> | <b>Name</b>                                           | <b>Next steps</b>                                                                                                                                                                                                          |
|---------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|               | West/North West Perth Strategic Development Framework | This guidance has been prepared and a significant amount of work has been undertaken, including consultation. A report in this respect is being brought for consideration under a separate paper at this Committee Meeting |
|               | Air Quality                                           | This guidance is currently being prepared and work is at an early stage. Consult on draft in spring 2017 with a view to adopting as non-statutory guidance                                                                 |

**PERTH AND KINROSS COUNCIL****Enterprise and Infrastructure Committee****11 January 2017****West/North West Perth Strategic Development Framework  
Non-statutory Supplementary Guidance****Report by the Depute Chief Executive, Environment  
(Sustainability, Strategic and Entrepreneurial Development)**

This report seeks approval of the West / North West Perth Strategic Development Framework as non-statutory supplementary guidance. This is to help inform the preparation of the Proposed Local Development Plan 2.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The proposed programme of Supplementary Guidance was approved by the Enterprise and Infrastructure Committee on 20 January 2016 (Report No. 16/2 refers). This included the preparation of a Strategic Development Framework for the West / North West Perth area. The purpose of the Strategic Development Framework (SDF) is to help inform the preparation of the Proposed LDP during 2016. The Committee is being asked to adopt the SDF as non-statutory supplementary guidance.
- 1.2 Three Long Term Strategic Development Areas are identified in the adopted Local Development Plan (LDP) for Perth at Bertha Park (H7), Perth West (H70), and Almond Valley Village (H73). Together these form the West / North West Perth Strategic Development Area, as identified in the Strategic Development Plan (TAYplan).
- 1.3 The adopted LDP identifies a series of Developer Requirements and these provide a framework to guide the preparation of a comprehensive masterplan for each site. However, the LDP also requires that the masterplans for these long term strategic development areas, together with that for the employment site E38 Ruthvenfield Road, are integrated to provide for economies of scale and linked service provision.
- 1.4 The SDF pulls together existing information from a variety of sources including: work to date on masterplans, the existing site specific developer requirements in the adopted LDP, and work undertaken by, or on behalf of, the Council on specific projects, such as the Cross Tay Link Road, and the Perth West Charrette.
- 1.5 The allocated site at Perth West (H70) is part of a potentially much larger development site. The land to the south of site H70 was not allocated in the LDP as, at that time, it was not considered to be accessible without the construction of a grade-separated junction on the A9 to the west. However, this area of white land is excluded from the Green Belt and included within the settlement boundary to preserve its development potential.

- 1.6 This wider Perth West site could, in theory, come forward through a planning application independent of the preparation of LDP2. The Council, therefore, facilitated joint working between the various landowners / potential developers and held a charrette to inform the preparation of a Masterplan Framework for the wider Perth West site. The Main Issues Report for LDP2 also consulted on the potential for the wider Perth West site to include the former Auction Mart site to facilitate a joined up approach to the master planning of the entire Perth West area.
- 1.7 The SDF is split into sections each relating to a particular aspect of development. A key component of the document is to identify those issues which will need to be taken into account in the Proposed LDP2, particularly for a wider Perth West site should this come forward. The SDF considers:
- Strategic road linkages
  - Public transport linkages
  - Water management
  - Renewables
  - Strategic green infrastructure, active travel routes, and open spaces
  - School provision
  - Design and Placemaking
  - Neighbourhood centres
  - NHS requirements
  - Employment land
  - Other key infrastructure

## **2. KEY CONCERNS, RESPONSES AND PROPOSED CHANGES**

- 2.1 Public consultation has already been carried out through the planning application processes for Bertha Park and Almond Valley, and through the charrette process for Perth West. In light of this, and the fact that the SDF is to become non-statutory supplementary guidance, a further full public consultation on it was not considered to be necessary. Given the more technical nature of the document, it was felt to be more appropriate to target the consultation to key agencies, along with those developers and landowners who have an involvement or interest in the West / North West Perth Strategic Development Area. The SDF was sent to interested parties and comments invited over a 3 week period. A summary of the key comments received are provided below.
- 2.2 Historic Environment Scotland and Scottish Water raised no significant concerns.
- 2.3 Scottish Environment Protection Agency (SEPA) sought a number of amendments and additions to the developer requirements in the adopted LDP for allocated sites relating to flood risk, district heating and water environment requirements. Bertha Park and Almond Valley already have planning consent. As such, SEPA's comments on the developer requirements for these sites are superseded. In relation to Ruthvenfield Road, this is an identified site in the adopted Plan and the policies of that Plan already require a Flood Risk Assessment, where this is appropriate. There is, therefore, no need to add further detail to the existing developer requirement for this site.

- 2.4 SEPA also suggest a number of changes and additions to the considerations for the wider Perth West site relating to flood risk, district heating and water environment requirements. For example, this included the retention of open watercourses, connection to the public drainage system, and the minimising of soil sealing. A number of changes have been incorporated into the redrafted SDF.
- 2.5 Scottish Natural Heritage (SNH) suggests that specific actions which will require a joint solution between the different sites are identified in the SDF. They also consider that the SDF should provide landscape context and requirements.
- 2.6 As noted above, Bertha Park and Almond Valley already have planning consent and there is an existing developer requirement for Ruthvenfield Road and the allocated H70 Perth West site to integrate the existing landscape framework into the development. This will also be added as a requirement should the wider Perth West site come forward. No further change to the SDF is, therefore, proposed.
- 2.7 SNH considers that the A9 access junction into Perth West should avoid loss of ancient woodland at Lamberkine, which falls within the Inventory. However, Transport Scotland's standards for junction spacing requirements necessitates this junction to be a certain distance from the Broxden roundabout and this means the junction needs to be in the vicinity of this woodland. For landscape, visual and economic reasons, it would be appropriate to locate a new A9 junction further out to the west of Lamberkine woodland (uncontained within the landscape). The proposed junction location is primarily outwith, and to the east of, the existing Lamberkine woodland. However, junction design requirements mean that some felling within Lamberkine wood is required. Ancient Woodland located to the south of the A9 could therefore be affected, although the exact location of ancient woodland requires detailed surveys (consistent with SNH's guidance on the Ancient Woodland Inventory). It is the case that the approved strategic forestry plan for the estate entails felling and replanting at Lamberkine. The requirement should be to avoid such loss but, where inevitable for road infrastructure, for this to be limited. This will be achieved through an integrated approach to detailed woodland surveys and design, in consultation with SNH and the Forestry Commission. Any loss should be compensated through a combination of measures, including extending native planting to the north and south and by facilitating wider public amenity use of the woodland. This will ensure it achieves the significant net public benefit required by Scottish Government's Policy on Control of Woodland Removal.
- 2.8 The proposed LDP2 considerations for the wider Perth West site relating to green infrastructure, active travel routes and open spaces have been expanded. This is to incorporate a number of specific comments from SNH and a number of other minor changes have also been included.

- 2.9 Springfield (the developers of site H7, Bertha Park) have raised concern at the amount of consideration given in the SDF to the wider Perth West site in comparison to other sites currently allocated in the existing LDP. They have commented that the wider Perth West site still has to go through the full LDP process.
- 2.10 All the strategic sites, except the wider Perth West site, have already been through the LDP process and, on some of them, significant progress has now been made. It was, therefore, considered that the main benefit of the SDF would be to identify those sites which have not already been through the LDP process. This is to identify the issues which would need to be addressed should they come forward in the Proposed Plan. Furthermore, given that the wider Perth West site is identified as white land lying within the settlement boundary, it could come forward as a planning application independent of LDP2. If this were to occur, having the SDF in place as non-statutory supplementary guidance would help ensure that any such application could be assessed in the context of the whole Strategic Development Area, rather than in isolation.
- 2.11 The Pilkington Trust, (H73 Almond Valley) is concerned that the current allocated sites are maintained within the SDF to provide the required housing land supply to 2028. They consider that the SDF must emphasise that the sites allocated in the adopted LDP already provide the required 5 year housing land supply and that a wider Perth West site is not required and there is no detailed infrastructure strategy in place for it. Allocating the wider Perth West site in LDP2, in addition to the existing sites, would create a significant surplus in housing land supply. A wider Perth West site should only be identified as a longer term opportunity and not part of the 5 year effective housing land supply. It should only be considered in the SDF as an alternative housing allocation if the current adopted Plan sites do not come forward.
- 2.12 The Main Issues Report considers the risk of relying heavily on the delivery of the strategic development sites (including Oudenarde) to maintain a 5 year effective housing land supply. If progress on two or more of these sites slows significantly or even stalls, then there may not be sufficient alternatives within the current housing land supply to compensate for this. The potential inclusion of a wider Perth West site in LDP2 is to build greater resilience in the supply of housing land, rather than considering it as a replacement for any of the existing allocated sites. Significant work has been done to date on a wider Perth West site through the Charrette and master planning process and this is ongoing. This area is white land and is within the settlement boundary. In light of all this, it is reasonable to anticipate that a planning application will be forthcoming, even if the site is not allocated in LDP2. As such, it is, therefore, prudent to have this SDF in place in this eventuality.



- 2.13 The landowners of H70 Perth West allocated site have also submitted that the SDF gives undue priority to unallocated development (a wider Perth West site), which, they suggest, will complicate the delivery of the adopted LDP allocations. There are already requirements in the adopted LDP for access to a wider Perth west site to the south should this come forward. It is their submission that there is sufficient housing land supply and the introduction of a wider Perth West site will detract attention away from delivering the adopted LDP, be of a scale that will be hard to integrate with Perth, and will significantly change the character of the area. The Auction Mart site should remain allocated for employment uses. They raise concern at the suggestion in the SDF that there will be a requirement to provide employment land on H70 irrespective of whether a new primary school is required; this is contrary to the adopted LDP. They also raise concerns as to the types of use, which will not be accepted as counting towards employment land provision.
- 2.14 Some of the reasons for clarifying the extent of the wider Perth West, and developer requirements to guide this proposal, are already addressed in the response to The Pilkington Trust above. Also, the current H70 allocation at Perth West does not have the critical mass to create a sustainable community. The work to prepare a Masterplan Framework for Perth West supported consideration of a larger, more sustainable site. There is also a need to consider this expanded Perth West site to create better long term certainty to support the significant investment in infrastructure, both public and private. However, these are issues which are more appropriate for LDP2, the decision over whether to allocate the wider Perth West site will be taken by the Council in relation to the Proposed Plan. The SDF can signal the Council's intentions for LDP2, but it will be non-statutory guidance. In addition, it will only be a material consideration to any planning applications that come forward in the meantime.
- 2.15 To clarify the existing LDP position, the Auction Mart site is identified as white land, not employment land and therefore may be suitable for residential development. Furthermore, the requirement for H70 is for employment space and/or primary school. This means employment land can be required in addition to a new primary, but the size of the employment land is not specified in the adopted Plan. The Perth West Masterplan Framework identified that a 25 hectare employment land requirement would be a suitable provision. The proportion of this overall requirement to be allocated to the H70 part would be 4.2 hectares. With regard to the types of uses identified as suitable for contribution towards the employment land, some of those will be suitable for integrating within, or adjacent to, residential areas (office, finance, light industry etc). Others (such as general industrial uses) could be provided more discreetly within wider employment areas. Contribution to employment land is about ensuring an appropriate mix of uses to create sustainable communities. It is acknowledged that other uses, such as hotels and retail, also generate employment.

- 2.16 There are, however, likely to be more sequentially preferable sites for these uses. Therefore, whilst they are not ruled out as potential land uses on the strategic development sites, it is not considered appropriate to include them as counting towards the employment land allocation. It is not, therefore, proposed to change the employment uses which would be accepted as contributing towards the employment land allocation in the SDF. The uses which will contribute towards the allocation are: Class 2 (financial, professional and other services expected in shopping areas), Class 4 (business uses including offices and light industry), Class 5 (general industrial uses), and Class 6 (storage or distribution).
- 2.17 John Dewar Lamberkin Trust (Perth West wider site) supports the preparation of an SDF covering the wider Perth West area. Key work streams are underway and a costed delivery strategy is due to be submitted to the Council in the near future. This work involves joint engagement with key landowners across the wider Perth West site. Proposed LDP2 considerations relating to the wider Perth West site set out in the SDF are noted and supported. The SDF should emphasise the low carbon agenda and how this, along with other initiatives, should shape the Perth West project.
- 2.18 We welcome the landowners'/developers' work streams for wider Perth West, which will principally address areas the Council asked for more detail on in the Main Issues Report – on viability and the access strategy. This will support further assessment of the wider Perth West proposal through the preparation of LDP2. The importance of low carbon principles for the Perth West project is explored in more detail in the Perth West Masterplan Framework. However, important provisions in relation to district heating, the mix of uses supported, and the role of the neighbourhood centres are reflected in the SDF.
- 2.19 Perth City West LLP in Administration (Former Auction Mart site) comment that the Auction Mart site does not lie within the Strategic Development Area. It is a brownfield site with a history of planning applications and permissions. A planning application for residential development will be submitted shortly. The Auction Mart site is materially different in nature to the SDF sites and delivery of development on this site is running ahead of the others. The development of this site could take account of any future development to the west. Reference to the Auction Mart site should, therefore, be deleted from the SDF.
- 2.20 It is considered that there are benefits to the Auction Mart site forming part of the future detailed wider Perth West Masterplan. Integration of this site within the wider Perth West site will help meet placemaking objectives. It would also be beneficial to developers, being a more equitable and cost effective way of integrating and providing for open space, active travel, education and other infrastructure costs. It is accepted that the site could come forward independently of the wider Perth West Masterplan exercise, if key issues relating to connectivity between development here and within adjoining areas are addressed. It is understood that there is an intention that a residential proposal will come forward in advance of the LDP2 adoption and it is noted that a pre application notice for residential development was submitted in June this year. However, if a planning application is not progressed, then there is merit in the Auction Mart site being part of the wider Perth West area. As such, it is considered appropriate to include it within the SDF.

### 3. CONCLUSION AND RECOMMENDATIONS

3.1 As noted above, several changes have been proposed in response to comments on the draft Strategic Development Framework by key agencies and those within the development industry that have an interest or involvement. The revised document is attached as Appendix 1. The implementation of this non-statutory supplementary guidance will help inform the preparation of Proposed LDP2. In the event that a planning application for the wider Perth West Area is submitted in advance of LDP2, the Framework will provide a strategic context for assessment. Alternatively, the supplementary guidance will provide a strategic context to consider the wider Perth West proposal should the Council decide to incorporate it into LDP2.

3.2 It is recommended that the Committee:

- (i) Notes the response to the consultation; and
- (ii) Approves the Strategic Development Framework as non-statutory supplementary guidance to the Perth & Kinross Local Development Plan, as shown in Appendix 1.

#### Authors

| Name           | Designation      | Contact Details                                                                    |
|----------------|------------------|------------------------------------------------------------------------------------|
| Katrina Walker | Planning Officer | 01738 475 000                                                                      |
| Katie Briggs   | Planning Officer | <a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name          | Designation                                                                                              | Date             |
|---------------|----------------------------------------------------------------------------------------------------------|------------------|
| Jim Valentine | Depute Chief Executive,<br>Environment<br>(Sustainability, Strategic and<br>Entrepreneurial Development) | 14 December 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           | <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>None</b>       |
| Risk                                                | <b>None</b>       |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>Yes</b>        |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

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

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

#### Corporate Plan

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

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

### 2. Resource Implications

#### Financial

2.1 None.

Workforce

- 2.2 None.

Asset Management (land, property, IT)

- 2.3 None.

**3. Assessments**

- 3.1 An Integrated Appraisal of the Strategic Development Framework has been undertaken using the Integrated Appraisal Toolkit which combines the functions and requirements of Equality Impact Assessment (EqIA), Sustainability Assessment and pre-screening/screening for Strategic Environmental Assessment (SEA).

Equality Impact Assessment

- 3.2 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.
- 3.3 The Strategic Development Framework was considered under the provisions of the Equality Act 2010 using the Integrated Appraisal Toolkit with the following outcome:
- (i) Assessed as **not relevant** for the purposes of EqIA.

Strategic Environmental Assessment

- 3.4 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.5 The proposals have been considered under the Act. Screening has determined that there is unlikely to be significant environmental effects and is therefore exempt. The Consultation Authorities have been notified. The reason for concluding that the PPS is unlikely to have significant environmental effects is that significant environmental issues have already been assessed through the SEA of higher level plans.

Sustainability

- 3.6 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:

- In the way best calculated to delivery of the Act's emissions reduction targets;
- In the way best calculated to deliver any statutory adaptation programmes; and
- In a way that it considers most sustainable.

3.7 The proposals have been considered under the provisions of the Local Government in Scotland Act 2003 and the Climate Change Act using the Integrated Appraisal Toolkit. The Local Development Plan seeks to achieve sustainable development and reduce the impact of climate change through its emerging vision, strategies, policies and proposals. The Supplementary Guidance supports the policy framework set out in the Local Development Plan and as such will have a further positive impact on sustainable development and climate change.

#### Legal and Governance

3.8 None.

#### Risk

3.9 None.

### **4. Consultation**

#### Internal

4.1 The following Council services were consulted on the draft SDF: Education & Children's Services, and the Community Greenspace, and Public Transport Teams within The Environment Service. Perth & Kinross Heritage Trust were also consulted. No issues were raised.

#### External

4.2 As outlined in the report, consultation was targeted at key agencies plus those developers and landowners who have an involvement or interest in the West / North West Perth SDA area. A summary of the key comments received are provided within the report.

### **5. Communication**

5.1 None.

### **2. BACKGROUND PAPERS**

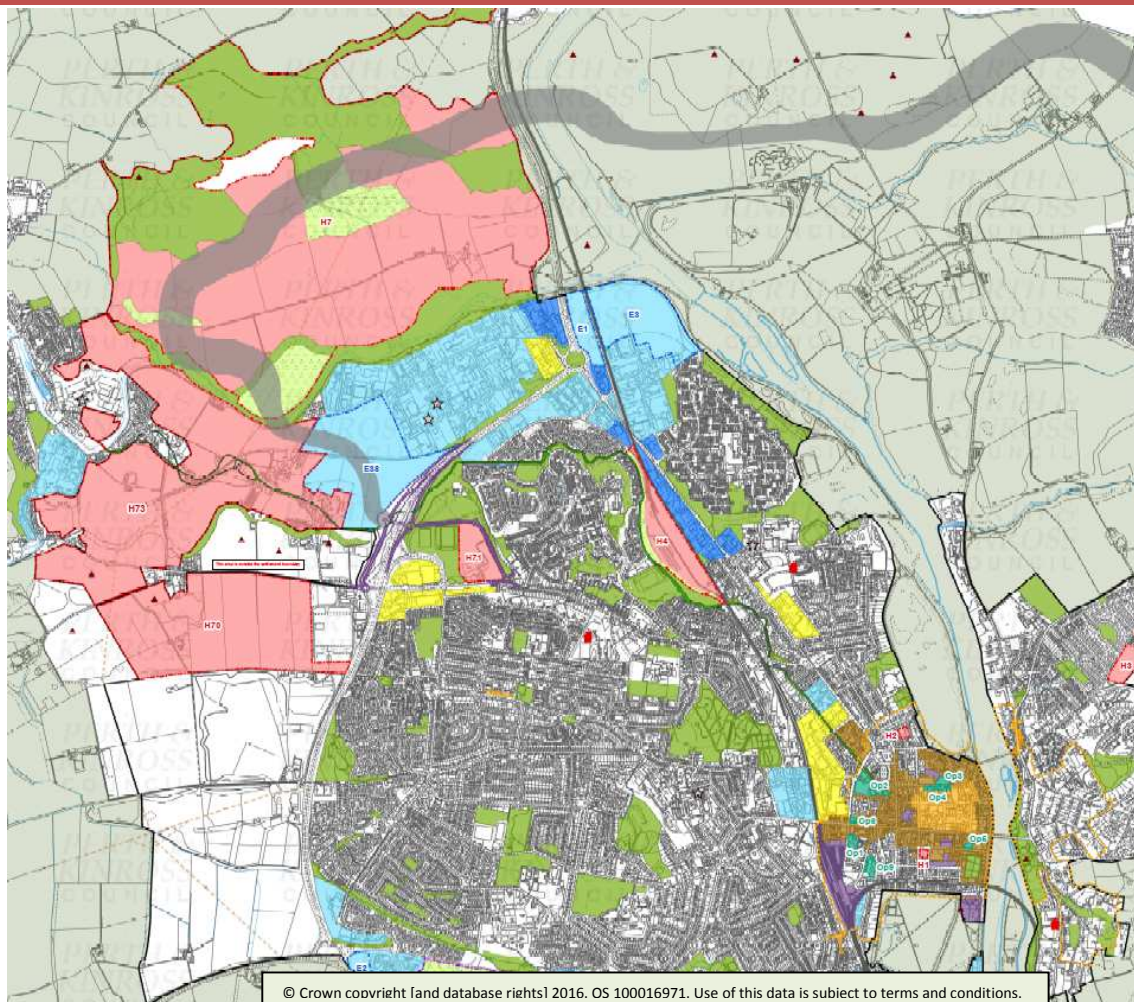
- 2.1 TAYplan Strategic Development Plan 2012
- 2.2 Local Development Plan February 2014
- 2.3 LDP2 Main Issues Report
- 2.4 LDP2 Strategic Environmental Assessment Environmental Report
- 2.5 Comments from key agencies and developers / stakeholders
- 2.6 The Perth West Masterplan Framework

### **3. APPENDICES**

- 3.1 Appendix 1: West / North West Perth Strategic Development Framework  
November 2016.







# West / North West Perth

## Strategic Development Framework

### Non-statutory supplementary guidance

Perth & Kinross Council - The Environment Service

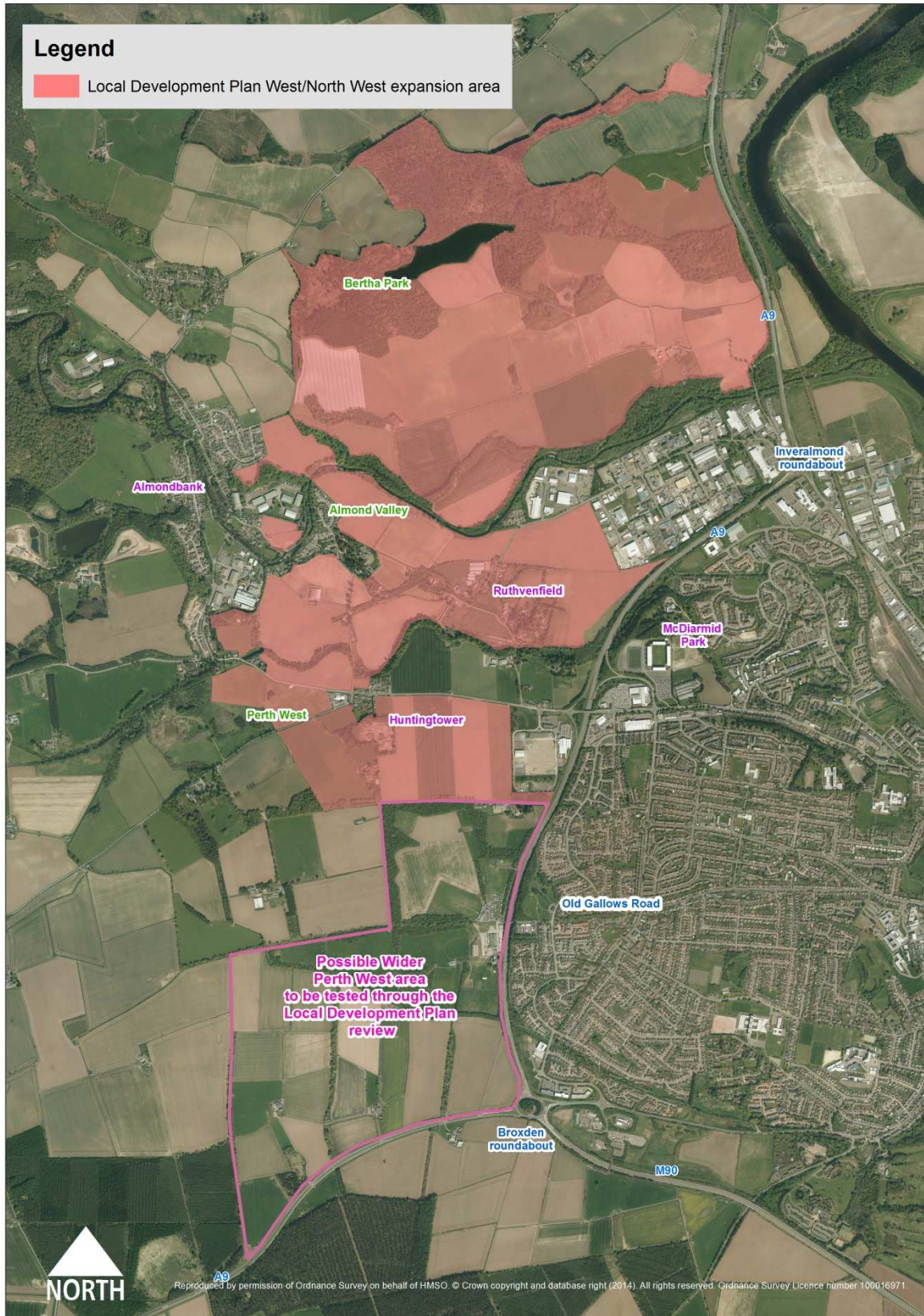
November 2016



## Introduction

Three Long Term Strategic Development Areas are identified in the adopted Local Development Plan (LDP) for Perth at Bertha Park (H7), Perth West (H70), and Almond Valley Village (H73). Together these form the **West / North West Perth Strategic Development Area** as identified in the Strategic Development Plan (TAYplan).

Map 1: Long Term Strategic Development Areas



TAYplan sets the amount of land which must be allocated in the LDP for housing across Perth & Kinross. Within the Perth Housing Market Area, TAYplan requires that the majority of the housing land supply is directed to the Perth Core Area. These long term strategic development areas together form the main component of the housing land supply in this area and are long term allocations which will provide houses for the next 30 years and beyond. A comprehensive masterplan is to be prepared for each site which will set out the phased release of land. The LDP identifies a series of Developer Requirements for each site and these provide a framework to guide the preparation of the masterplans. However, the LDP also requires that the masterplans for these long term strategic development areas, together with that for the employment site E38 Ruthvenfield Road, are integrated to provide for economies of scale and linked service provision (LDP paragraph 5.2.6).

At Sept 2016 the following progress has been made on each site:

- Bertha Park – an in principle planning application (15/01112/IPM), together with the accompanying masterplan, was approved on 11 May 2016. A detailed planning application for the first phase of housing and commercial units was approved on 8 June 2016
- Almond Valley – an in principle planning application (15/01157/IPM) was refused on 11 May 2016. An appeal to the Scottish Government (reference PPA-340-2104) against this refusal was upheld.
- Perth West – this is discussed in the following section
- Ruthvenfield Road – limited progress has been made on a masterplan

This Strategic Development Framework (SDF) pulls together existing information from a variety of sources including: the abovementioned masterplans and the ongoing work on the Perth West site, the existing site specific developer requirements in the adopted LDP, and work undertaken by or on behalf of the Council on specific projects, such as the Cross Tay Link Road (CTLR), and the Perth West Charrette. The SDF is non-statutory supplementary guidance. The Perth & Kinross Council LDP adopted in February 2014 remains the statutory local development plan against which planning applications will be assessed until such time as it is replaced by LDP2. The primary focus of the SDF is to help inform the preparation of the Proposed LDP 2 during 2016.

Since the LDP was adopted further consideration has been given to the future of the former Auction Mart site which adjoins the H70 Perth West site. This site was proposed in the Main Issues Report for inclusion within the Perth West boundary and as such it is included within the scope of this SDF. This is discussed further below.

The SDF is split into sections each relating to a particular aspect of development:

**Existing requirements in the adopted LDP are identified in red boxes**

**Issues which require further consideration through the Proposed LDP2 are highlighted in blue boxes**

## Perth West

The LDP allocated site at Perth West is part of a potentially much larger development site. Only land identified as H70 (and known as Huntingtower View) is allocated in the LDP. The land to the south of site H70 was not allocated in the LDP as at that time it was not considered to be accessible without the construction of a grade-separated junction on the A9 to the west. At the time of approving the LDP the proposals for constructing such a junction had not been properly considered or advertised. This area of white land to the south is excluded from the Green Belt and included within the settlement boundary so as to preserve its development potential.

In the future, the Perth West site may expand to include this land to the south either through an allocation in LDP2 or by means of a planning application. The Council facilitated joint working between the various landowners / potential developers and held a charrette in March and April 2015 to inform the preparation of a Masterplan Framework for the wider Perth West site. The charrette design workshops allowed key stakeholders, including the community, an input at an early stage. The charrette suggested that an enlarged site was suitable and that a change to the Green Belt boundary to tie in with the eastern edge of the West Lamberkine Wood could be more robust than the current Green Belt boundary. This potential Green Belt boundary change would also mean that the new access from the A9 into Perth West would no longer be within the Green Belt boundary. This potential change was considered in the LDP2 Main Issues Report consultation which closed on 16 March 2016. After analysing the responses to this consultation the Council will decide on its settled view and publish the Proposed Plan. The final decision will be known once the Reporter's recommendations from the independent Examination of the LDP2 is available.

There is already a generous supply of housing land in the Perth Housing Market Area from the sites allocated in the adopted LDP. However, there is a risk associated with relying so heavily on the delivery of the strategic development sites in that should progress on two or more of the sites slow significantly or even stall then there may not be sufficient alternatives within the current supply to compensate for this. The Main Issues Report therefore consulted on the option of a wider Perth West site, including the former Auction Mart site, and sought a joined up approach to the masterplanning of Perth West. Integration of the former Auction Mart site within the wider Perth West site would help meet placemaking objectives, and would be beneficial to developers, being a more equitable and cost effective way of integrating and providing for open space, active travel, education and other infrastructure across the site.

There is a need to progress this Strategic Development Framework to reflect the Main Issues Report of the LDP2 review which includes the wider Perth West site as a potential option. The decision has not yet been taken to include the wider Perth West site in the Proposed LDP2 and even if it is included, it is possible that the extent of the site and its developer requirements may change as it progresses through the LDP process. If so, the Framework will need to be amended to accommodate any changes identified through the LDP review.

## Proposed Land Uses

The land uses identified in the adopted LDP for each site are set out in the red table below. The land uses proposed for the wider Perth West site, which will need to be considered through the Proposed LDP, are shown in the blue table.

| Site                          | No. houses    | Other uses                                                                                                                                                                                       |
|-------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bertha Park (H7)              | 3,000+        | <ul style="list-style-type: none"> <li>• 25ha+ employment land</li> <li>• New secondary school with potential to provide an all-through school / campus</li> <li>• Park and Ride site</li> </ul> |
| Perth West (H70) existing LDP | 550           | <ul style="list-style-type: none"> <li>• Employment space</li> <li>• Primary school provision to be considered</li> </ul>                                                                        |
| Almond Valley Village (H73)   | Approx. 1,500 | <ul style="list-style-type: none"> <li>• New primary school provision</li> <li>• Community land</li> </ul>                                                                                       |
| Ruthvenfield Road (E38)       | n/a           | <ul style="list-style-type: none"> <li>• General employment uses</li> </ul>                                                                                                                      |

| Site                                                                                                                                                                                      | No. houses | Other uses                                                                                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West preferred in the LDP review (H70, plus land within the settlement boundary, land at the former Auction Mart, and land within the greenbelt east of West Lamberkine Wood) | 3,200      | <ul style="list-style-type: none"> <li>• 25ha+ employment land</li> <li>• 2 local employment and community centres</li> <li>• Land for a medical centre</li> <li>• 2 double stream primaries</li> <li>• Possibly land for cemetery provision</li> </ul> |

## PRIORITIES FOR THE INTEGRATION OF MASTERPLANS

### Strategic Road linkages<sup>1</sup>

| Site                               | Adopted LDP site specific developer requirements                                                                                                                                                                                                                 |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bertha Park (H7)</b>            | Development shall be phased with the delivery of the CTLR. The first phase of development (for not more than 750 homes and a secondary school) shall not commence until the first phase of the CTLR, linking the site to the A9/A85 junction, has been provided. |
| <b>Perth West (H70)</b>            | Development not to commence before the A9/A85 junction improvements are complete.                                                                                                                                                                                |
| <b>Almond Valley Village (H73)</b> | Delivery of a suitable road access through the site from Site E38 (Ruthvenfield Road) into Site H7 (Bertha Park) across the River Almond (phasing details to be agreed).                                                                                         |
| <b>Ruthvenfield Road (E38)</b>     | Masterplan and phasing to incorporate a suitable road access through the site into Site H73 (Almond Valley Village) and thence into Site H7 (Bertha Park).                                                                                                       |

Since the LDP was adopted it has been accepted that construction of the first phase of housing at Bertha Park can commence as the link road is being constructed but that houses cannot be occupied until the road is complete.

### Perth Transport Futures Project

The Perth Transport Futures Project is an integrated series of measures to address Perth's long term transportation needs and ensure Perth's growth does not compromise the national trunk road network. Specifically relating to the West / North West Perth Strategic Development Area it includes the following schemes:

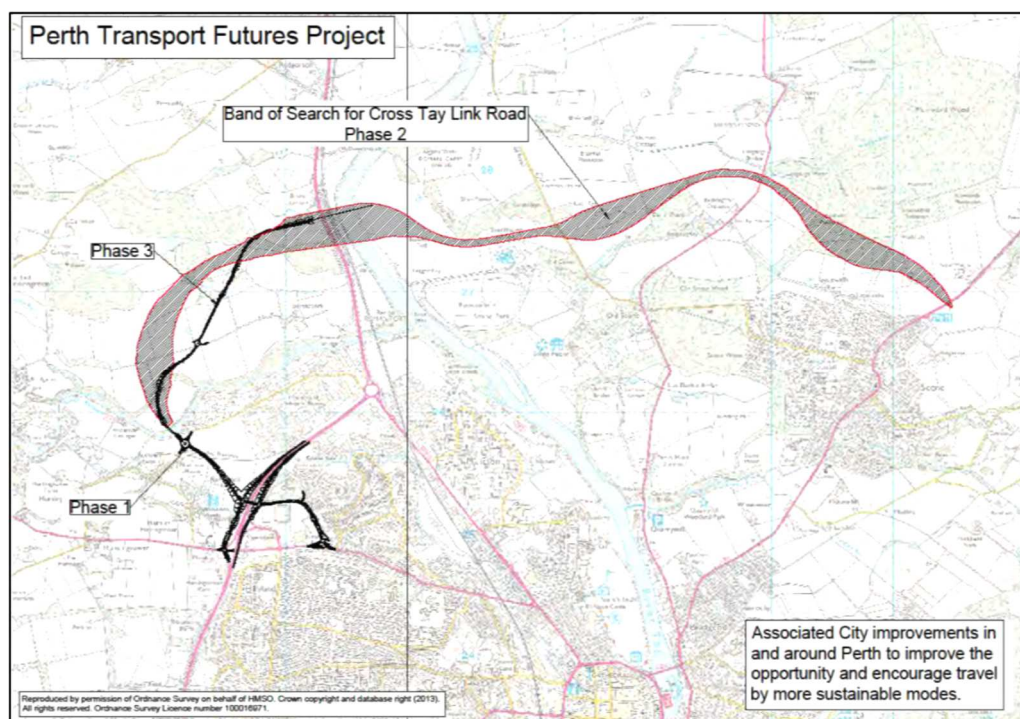
- Enhanced A9/A85 junction and link to Bertha Park
- Bertha Park north link to the A9
- Cross Tay Link Road (CTLR) between A9 and A93 / A94

The A9/A85 Bertha Park link is the first phase of this project and will act as a catalyst to open up the land to the west of Perth by providing access to the sites at Almond Valley and Bertha Park, as well as enhancing access to the Inveralmond Industrial Estate. This link will also form the first section of the road which will link through the Bertha Park site and on to the CTLR connecting the A9 to the A93 and A94 to the east of the City. The Council is forward-funding the A9/A85 junction upgrade and the link through to Bertha Park. A proportion of this cost will be recovered through the Council's [Developer Contributions policy](#).

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<sup>1</sup> Reports to Council: 7 May 2014 (14/192), 25 June 2014 (14/303) and 8 Oct 2014 (14/437)

## Map 2: Perth Transport Futures Trust Project



The A9/A85 works include the provision of a new grade separated interchange between the A9 and the A85 which will be located to the north of the existing interchange.<sup>2</sup> The scheme comprises:

- A road from the existing A85 Crieff Road to the A9 (east of the A9)
- A new A9/A85 grade separated junction including a bridge over the A9 and slip roads
- A new connector road from the existing A85 to the A9 (west of the A9)
- A new cycle/pedestrian path along the whole length of the new road from the A85 to Bertha Park
- A bridge for cyclists and pedestrians over the A9, connecting to Inveralmond Industrial Estate
- A diversion of Perth Lade and new culverts, including earthworks
- SUDS provision and flood mitigation measures
- A road bridge over the River Almond (with pedestrian/cycling provision)
- A road from the A9 junction to Bertha Park
- A roundabout at Ruthvenfield Road
- Flood management culverts
- Additional SUDS provision

Completion of the link through to Bertha Park will require access through both the Ruthvenfield Road and Almond Valley sites. It is a Site Specific Developer Requirement for both these sites that a suitable access road is provided. However, given the scale of the project and the number of landowners involved, a Compulsory Purchase Order was promoted in case the necessary land could not be secured by agreement. The Order was approved by Scottish Ministers. The roundabout on the south side of the River Almond will

<sup>2</sup> Map taken from Report to Council on [7 May 2014 \(14/192\)](#). [Finalised road alignment to be presented to Council on 14 December 2016 and map will be updated following this meeting.](#)

not only provide access into the Bertha Park site, it will also provide an access into the Almond Valley site as well as improving the access to Inveralmond Industrial Estate. Construction is due to start in October 2016 with the road opening in March 2019.

This new access will cut through the Ruthvenfield site E38. That part of E38 which lies to the west of the new road will most likely need to take access from the west rather than through the existing Inveralmond Industrial Estate to the east. It is unlikely that it will be possible to access this western part of E38 from the new road due to difference in levels. It would therefore be appropriate to consider through the Proposed LDP whether the western part of E38 should be retained for general employment uses (as per the adopted Plan) or whether a residential use should be considered.

| Site         | Proposed LDP2 considerations                                                                                                                                                   |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ruthvenfield | Proposed LDP2 to consider whether to retain the part of the site to the west of the new link road for general employment uses or whether residential use would be appropriate. |

At Almond Valley access will also be required on to the A85 which cuts across the southern part of the site.

At Perth West, traffic modelling has shown that the existing H70 site can be accessed from the A85 and that any impacts arising from this on the wider Perth area can be mitigated. However development should not commence before the A9/A85 junction improvements are complete. Further traffic modelling work has now been completed for the wider Perth West site based on the Masterplan Framework and its access strategy. This indicates that the wider Perth West site could potentially cope with somewhere between 1,500 and 2,500 new houses before further physical / modal measures – over and above those traffic solutions already identified – would be required. There may however be implications to the city centre operation as whole which may need to be addressed over time. The traffic solutions already identified comprise: the CTLR, A9/A85 junction improvements, and improvements and signal optimisation at Inveralmond and Broxden roundabouts.

| Site             | Proposed LDP2 considerations                                                                                                                                                                                                                                                                                        |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West | Transport Assessment(s) and modelling studies will determine network and local junction capacity, when the strategic junctions will be required, and when the connection from the A9 to the A85 is required. There is also a requirement to investigate and coordinate joint access options with Almond Valley H73. |

### Public transport linkages

| Site                        | Adopted LDP site specific developer requirements                                                                                                              |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bertha Park (H7)            | <ul style="list-style-type: none"> <li>Facilities to enable the expansion area to be connected to Perth's bus network.</li> <li>Park and ride site</li> </ul> |
| Perth West (H70)            | Facilities to enable connection to Perth's bus network                                                                                                        |
| Almond Valley Village (H73) |                                                                                                                                                               |
| Ruthvenfield Road (E38)     |                                                                                                                                                               |



All sites are required to provide facilities to enable connection to Perth’s bus network. Facilities include bus stops and also bus shelters at key points agreed with the Council. Co-ordination between site developers and bus operators is encouraged to ensure facilities are provided in appropriate locations and to avoid duplication.

The provision of bus services will need to be introduced at an early stage of each development in order to help encourage new householders to make sustainable travel choices from the outset. Options for re-routing or diverting existing services are extremely limited. New services and routes will be necessary and these will need to be subsidised in the early years.

Discussions are underway with the Council regarding the contribution likely to be required from the developers to subsidise bus services. Contributions are likely to be sought to cover the first five year period. Thereafter it is hoped that services will become commercially viable although this will depend on the rate of development and usage of the services. In this regard it is suggested that developers engage with new householders at an early stage for feedback as to the bus services they would be most likely to use which can help inform the development of routes and services as each housing development progresses.

There may be more scope for the expansion of existing services at the wider Perth West site although this will also need to be subsidised in the early years. Servicing this site from the A9 or A85 could be difficult due to the strategic nature of these roads and so it is perhaps likely that this site will need to be serviced from Perth. The potential for an underpass under the A9 has been considered as has the use of the Burghmuir Bridge as a designated public transport link into the site. However, further assessment needs to be undertaken to confirm that the existing bridge structure and infrastructure is sufficient to accommodate controlled access for public transport.

| Site             | Proposed LDP2 considerations                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West | As with the other sites, a specific developer requirement should be inserted into Proposed LDP2 requiring that facilities are provided to enable connection to Perth’s bus network, including provision for real time travel information. Key bus routes should be provided at an early stage.<br>It is suggested a further requirement should be included requiring the developer(s) to provide subsidy for the establishing of bus services to serve the site for the first 5 years. |

In the adopted LDP there is a requirement for a park and ride site within the current Bertha Park allocation. A proposal was submitted through the Call for Sites process for an extension of the site to accommodate a park and ride to the north of the existing site boundary. This will require to be considered through the Proposed LDP2.

| Site        | Proposed LDP2 considerations                                                                                                     |
|-------------|----------------------------------------------------------------------------------------------------------------------------------|
| Bertha Park | Proposed LDP2 to consider whether it is appropriate to identify a park and ride site to the north of the Bertha Park allocation. |

### Water management

Flood risk is a priority for the integration of the masterplans at Almond Valley and Bertha Park, and also for the Cross Tay Link Road, due to the flood risk issues relating to the River Almond.

| Site                        | Adopted LDP site specific developer requirements                                                                                                                                                                                                                                                                             |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Bertha Park (H7)            | <ul style="list-style-type: none"> <li>Flood Risk Assessment which should also investigate the risk of flooding from the Almond<sup>3</sup> and Bertha Loch.</li> <li>The open space which abuts the River Almond must be defined by a Flood Risk Assessment and protected in perpetuity as a flood storage area.</li> </ul> |
| Perth West (H70)            | <ul style="list-style-type: none"> <li>Flood Risk Assessment</li> </ul>                                                                                                                                                                                                                                                      |
| Almond Valley Village (H73) | <ul style="list-style-type: none"> <li>Flood Risk Assessment</li> </ul>                                                                                                                                                                                                                                                      |
| Ruthvenfield Road (E38)     | <ul style="list-style-type: none"> <li>The developable area of the site is likely to be constrained by flood risk. A Flood Risk Assessment will be required.</li> </ul>                                                                                                                                                      |

| Site             | Proposed LDP2 considerations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West | <ul style="list-style-type: none"> <li>Requirement for Drainage Impact Assessment and Flood Risk Assessment (safeguarding the functional flood plain at medium to high risk of flooding associated with the small tributary of the East Pow burn that runs through the site)</li> <li>Opportunities to restore the water environment to its natural state by removing existing culverts on the Newton Burn.</li> <li>Retention of open watercourses and the provision of maintenance buffer strips of at least 6 metres between watercourses and built development. Additional water quality buffer strips may be recommended depending upon specific water quality pressures.</li> <li>Requirement for connection to the public drainage system.</li> <li>Minimise soil sealing as a result of development and retain the permeability of surfaces where possible.</li> </ul> |

Sustainable Urban Drainage Systems will be required for all sites and developers are encouraged to provide ecological solutions to SUDS (e.g. ponds and wetlands) linking in with other green infrastructure wherever possible. The potential for sharing SUDS provision between sites should also be investigated as should the potential for strategic scale SUDS to augment green infrastructure as well as existing water resources.

### Renewables

| Site                        | Adopted LDP site specific developer requirements                                                                                      |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Bertha Park (H7)            | Investigation of the provision of a district heating system and combined heat and power infrastructure utilising renewable resources. |
| Perth West (H70)            |                                                                                                                                       |
| Almond Valley Village (H73) |                                                                                                                                       |
| Ruthvenfield Road (E38)     |                                                                                                                                       |

The LDP requires all of the strategic sites to investigate the provision of a district heating system and combined heat and power infrastructure utilising renewable resources.

<sup>3</sup> The LDP refers to the River Tay in error

The Council is seeking funding to contribute to feasibility work to develop a district heat network in association with these key development sites and a working group has been established to progress this. Developers and stakeholders are encouraged to engage in this process. New Supplementary Guidance on Renewable and Low Carbon Energy is also under preparation which will support the delivery of a diverse range of electricity generation from renewable energy technologies, including the expansion of renewable energy generation capacity, and the development of heat networks.

A Proposal of Application Notice was submitted for a 20MW biomass renewable energy facility on the Ruthvenfield site E38 (ref: 14/00007/PAN). Given the central location and close proximity to all of the strategic development sites such a facility in this location could make an important contribution to a district heating system which all the sites could potentially connect into. However there is currently no indication as to when, or indeed if, this proposal will come forward.

Should a district heating system not be forthcoming in the short term, developers at each site are encouraged to consider the provision of localised heat networks which are capable of connecting into a future larger district-wide network, or alternatively to include infrastructure to enable connection at a later date.

| Site             | Proposed LDP2 considerations                                                                                                                                                                                                                                               |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West | Proposed LDP2 to consider whether the developer requirement for the existing Perth West H70 site – to investigate the provision of a district heating system and combined heat and power infrastructure utilising renewable resources – is sufficient for the larger site. |

### Strategic green infrastructure, active travel routes, and open spaces

Key strategic green infrastructure assets in the Strategic Development Framework area include:

**Perth Lade** is a key strategic green corridor in the SDF and runs broadly west to east through the Almond Valley site and along the southernmost boundary of the Ruthvenfield site. The Lade links to Perth city centre and is a strategic green corridor with significant potential for enhancement to deliver:

- active travel to Perth including cycling and walking provision
- a key recreational and cultural resource
- a strategic biodiversity corridor with enhancement of riparian biodiversity and adequate water quality/flow
- improved links from the north and south of Almond Valley to the Lade, and from the west of Bertha Park, including link with River Almond NCN 77 path, and to the countryside core paths to the west to e.g. link to Methven woods.

LDP policy NE6: Perth Lade Green Corridor seeks to protect the Lade corridor. Development that is likely to have an adverse effect on its connectivity, biodiversity or amenity value will not be supported. The Council will support the creation of new links and improvements to the Lade corridor through the granting of planning consents and development of masterplans.

The **River Almond Corridor** runs along the southern boundary of Bertha Park, and the northern boundary of the Almond Valley site. It includes the River Almond (part of the River Tay SAC) and a corridor of ancient semi natural woodland along the length of the river. The

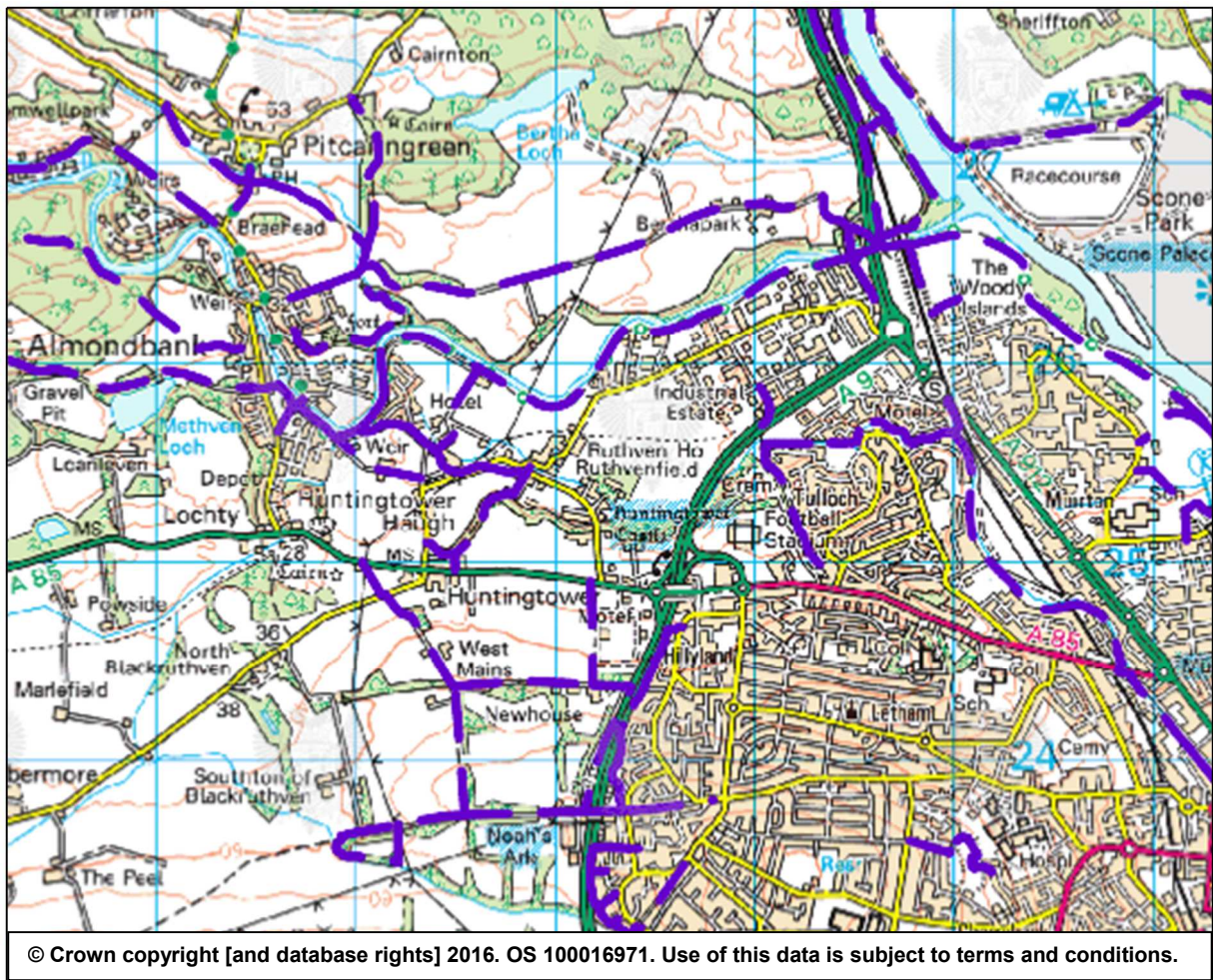
strategic Dundee to Pitlochry national cycle route also runs along this section of the River Almond.

Existing **native woodland** within the SDF area, much of which is recorded in the ancient woodland inventory, is a significant asset for the area which will greatly contribute to quality of place.

**Bertha Park woodland and Bertha Loch** located in the north of the Bertha Park site.

Map 3 indicates existing core paths within and between the strategic development areas.

Map 3: Existing core paths



Following the adoption of the LDP in 2014, further supplementary guidance was prepared on Green Infrastructure. The Strategic Development Areas are identified in the [Green Infrastructure Supplementary Guidance](#) as a key mechanism for the delivery of green infrastructure as they provide an opportunity to affect change in areas where development is likely to occur in the near future and to integrate green infrastructure opportunities at the outset.<sup>4</sup> The guidance identifies the following specific green infrastructure opportunities for the North West Perth area:

<sup>4</sup> Full methodology contained within the associated [Green Infrastructure SG Technical Appendix](#)

- The creation of habitat corridors to enhance the existing Integrated Habitat Network particularly along the perimeter of Bertha Park and along the south boundary of the Ruthvenfield Road site (E38)
- Opportunities for an open space corridor through Bertha Park along the Cross Tay Link Road proposed route. The network could be extended to the north and west in conjunction with development – these sites contain areas of ancient woodland, wetland and are traversed by the River Almond and the adjacent recreational trail
- Opportunities for green infrastructure to help mitigate the effects of climate change by providing flood water storage and also deliver water quality improvements

The ultimate aim is a connected network of paths and other green infrastructure elements to ensure the free and easy movement of wildlife as well as people. Further work will be needed to assess the specific green infrastructure functions of each of the sites, for example, whilst a green buffer along the Cross Tay Link Road may improve the amenity of adjacent residential areas, it's potential as a quality recreational space or contribution towards good air quality may be limited due to the volume and speed of traffic using the road.

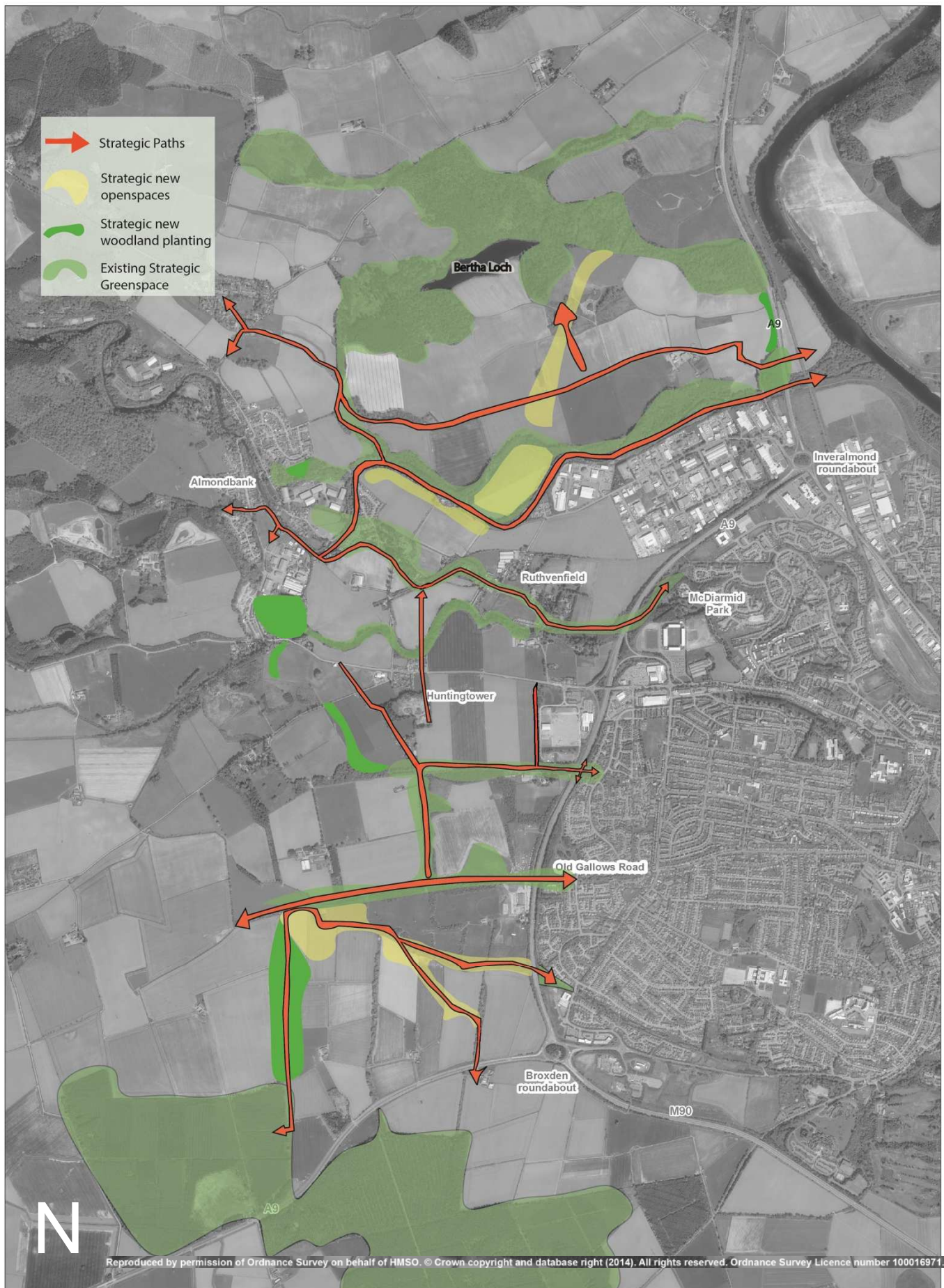
The specific developer requirements identified in the adopted LDP for the allocated sites are set out in the table below:

| Site                               | Adopted LDP site specific developer requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bertha Park (H7)</b>            | <ul style="list-style-type: none"> <li>• Network of paths and cycle routes providing good active travel links to Perth and Almondbank.</li> <li>• Green corridors in particular networks to link site with Perth and the wider countryside.</li> <li>• Protection and enhancement of biodiversity</li> <li>• Integration of existing landscape framework into the development, the site and in particular the protection of ancient woodland so that it forms the backdrop to the development</li> </ul> |
| <b>Perth West (H70)</b>            | <ul style="list-style-type: none"> <li>• Network of paths and cycle routes providing good active travel links to Perth.</li> <li>• Green corridors in particular networks to link site with Perth and the wider countryside.</li> <li>• Enhancement of biodiversity</li> <li>• Integration of existing landscape framework into the development</li> </ul>                                                                                                                                               |
| <b>Almond Valley Village (H73)</b> | <ul style="list-style-type: none"> <li>• Network of paths and cycle routes providing good active travel links to Perth and Almondbank.</li> <li>• Green corridors in particular networks to link site with Perth and the wider countryside.</li> <li>• Enhancement of biodiversity</li> <li>• Integration of existing landscape framework into the development</li> </ul>                                                                                                                                |
| <b>Ruthvenfield Road (E38)</b>     | <ul style="list-style-type: none"> <li>• Network of paths and cycle routes providing good active travel links to Perth and Almondbank.</li> <li>• Green corridors in particular along the Lade and River Tay to link the site with Perth and wider countryside</li> <li>• Enhancement of biodiversity</li> <li>• Integration of existing landscape framework into the development to the site and in particular the protection of woodland so that it forms the backdrop to the development</li> </ul>   |

The emphasis in the Green Infrastructure Supplementary Guidance is on the connectivity of green infrastructure but also the benefits to be achieved from the multi-functionality of such spaces. LDP policy requires the provision of appropriate areas of informal and formal open space as an integral part of development where existing provision is not adequate. Given this emphasis on multi-functionality the Council is likely to resist proposals for small dispersed areas of open space in favour of large areas which have the scope for providing multifunctional uses. This may lead to opportunities for shared provision across the sites, between Bertha Park and Almond Valley, and between Almond Valley and Perth West. Combining resources to provide shared facilities, including changing facilities, between sites may allow the provision of better quality facilities with a higher degree of multi-functionality to the benefit of developers and future residents alike. There is likely to also be scope for sharing open space provision and facilities with schools.

The following map shows on a strategic basis the proposed pathway connections, and new open spaces and new planting, along with strategic areas of existing greenspace using information from masterplans submitted for Almond Valley and Bertha Park, and the draft masterplan for Perth West.

Map 4 : Strategic Greenspace and pathways (existing and proposed)



In light of the above, the table below identifies those issues which LDP2 will need to consider as potential site specific developer requirements for the wider Perth West site.

| Site             | Proposed LDP2 considerations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West | <p>Strategic green infrastructure, active travel routes, and open spaces</p> <ul style="list-style-type: none"> <li>- Preparation of an urban design framework for the A85 corridor.</li> <li>- Preparation of a Landscape Framework with a Greenspace network management plan to accompany the Masterplan to provide: <ul style="list-style-type: none"> <li>- A range of multi-functional formal and informal green spaces including allotment provision</li> <li>- Major and significant public parks complexes in both north and south areas which will include between them: leisure facilities including equipped play areas and concrete skate park within landscaped parkland, including an appropriate planting scheme which will also link into green networks.</li> <li>- Sports facilities to be a shared resource for community and school including full sized grass pitches (numbers of pitches to be confirmed through the masterplanning process), floodlit synthetic turf pitch and multi user games areas (MUGA) with changing facilities. Provision of suitable pedestrian and vehicular access to these facilities and cycle and car parking</li> </ul> </li> <li>- Retain, enhance and secure mechanisms for the long term management of existing native woodland. Fragmentation of woodland habitat corridors should be mitigated through new woodland planting.</li> <li>- A connected framework of woodlands, tree belts and new native planting areas to link green spaces, and create a new western woodland edge with a robust native and functional woodland structure to help integrate the new development into the landscape</li> <li>- Access into the site to limit the loss of the Ancient Woodland at Lamberkine and to compensate for loss by extending native planting to the north and south. The structure of the felling programme should tie in with maintaining and strengthening robust boundaries and facilitating wider public amenity use of the woodland (thus ensuring it achieves the significant net public benefit required by Scottish Government’s Policy on Control of Woodland Removal).</li> <li>- Access into the site to take into account the route of the Blue-Green corridor identified through the charrette process.</li> <li>- A green corridor along the A9 to control outward views where appropriate.</li> <li>- A Blue-Green Network along the watercourse, with green network connection to the Scouring Burn. This will be a key green link across the site that needs to connect with the wider green network and provide pedestrian and cycling access into the City. The existing corridor, including the Burn, will need to be wide enough to provide attractive and safe cycling and pedestrian access as well as new native planting, and riparian enhancement as a key wildlife corridor.</li> <li>- Provision and / or enhancement of active travel linkages to existing settlements, especially to Perth City; connections to neighbouring core paths, in particular the Sustrans route 77</li> </ul> |



|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p>which runs along the River Almond and connects south through the Perth West site.</p> <ul style="list-style-type: none"> <li>- A green corridor incorporating path and cycling provision north from Perth West, through Almond Valley and into Bertha Park including a link to the secondary school. Landowners / and developers would need to work together to deliver this strategic link.</li> <li>- Pedestrian / cycleway provision over the A9 near Newhouse Farm into Perth City</li> <li>- An integrated surface water and drainage strategy based on surface water flow patterns, aligning SUDS locations with the green network across the site wherever possible.</li> <li>- Strategic green network opportunities should be informed by the output of strategic flood risk assessment work</li> </ul> |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

School provision<sup>5</sup>

| Site                        | Adopted LDP site specific developer requirements                              |
|-----------------------------|-------------------------------------------------------------------------------|
| Bertha Park (H7)            | New secondary school with potential to provide an all-through school / campus |
| Perth West (H70)            | New primary school provision to be considered                                 |
| Almond Valley Village (H73) | New primary school provision                                                  |

Based on current pupil number projections and anticipated house building it is expected that there will be a need for a new secondary school in Perth. This new secondary school will have a capacity of 1,100 pupils and will serve all of the long term strategic development sites and the wider Perth area. The Strategic Development sites alone may require space for 750 pupils on completion. Bertha Park has been identified as the preferred location for this new school and this is identified as a site specific requirement in the LDP. The land for the new school at Bertha Park has been acquired and funding is in place. The new school is due to open in August 2019.

The LDP also requires new primary school provision. Given the long term nature of these developments, the size and location of schools needed is likely to change over time. Based on the current projected pupil numbers it is currently anticipated that there will be a need for one primary school to serve the Bertha Park development although, depending on the speed of delivery of the houses, a second primary may be required in the longer term and land will be reserved for this in case it is needed. At Almond Valley there is expected to be a need for a single primary school in addition to the existing Ruthvenfield Primary School. Primary school provision may be needed at the allocated H70 Perth West site but should the wider Perth West site come forward it is anticipated that there would be a need for two primary schools to serve this area. Depending on the timescales it may be appropriate to consider the requirements for the whole Perth West site together.

| Site             | Proposed LDP2 considerations    |
|------------------|---------------------------------|
| Wider Perth West | 2 double stream primary schools |

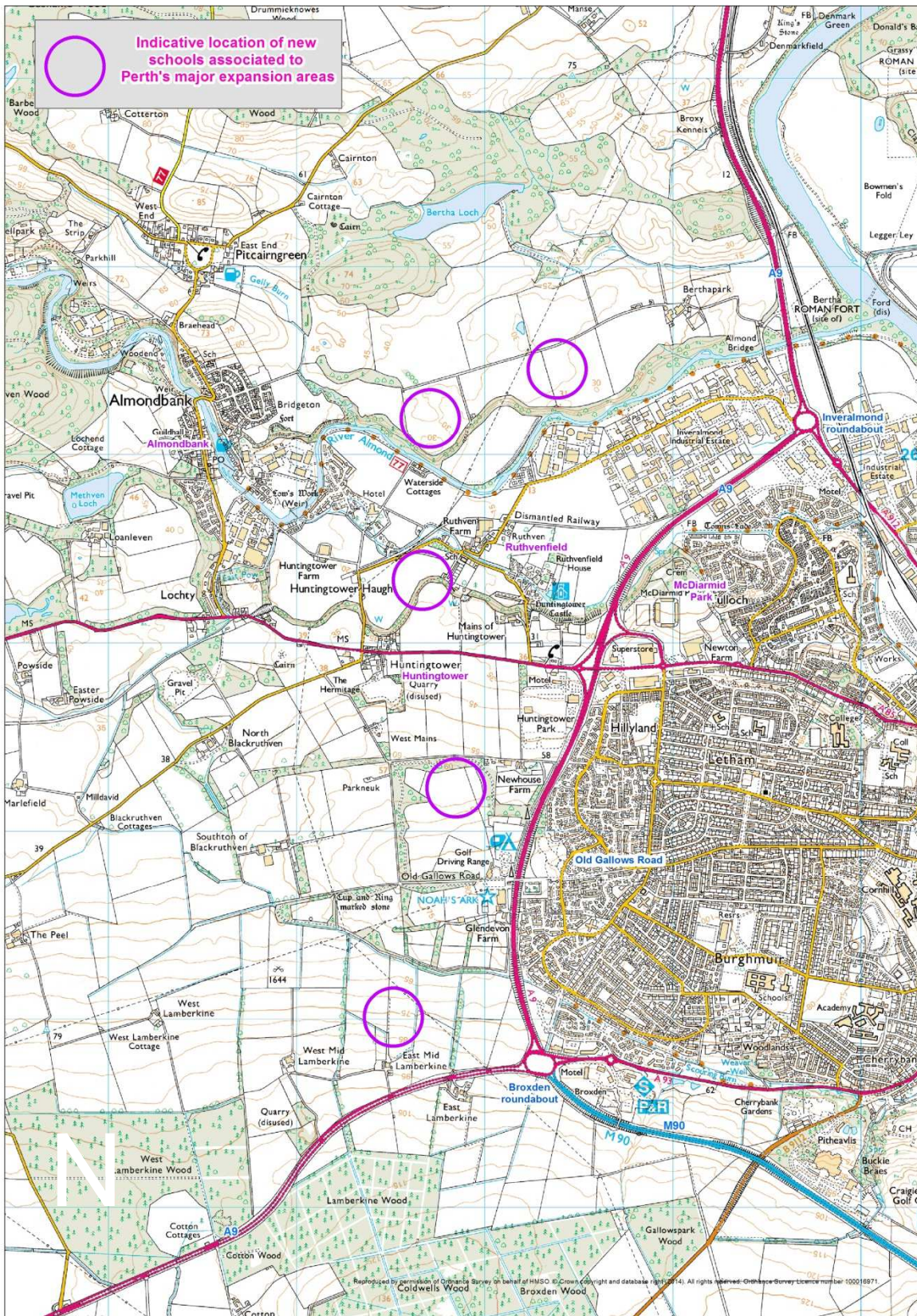
<sup>5</sup> Reports to: [Lifelong Learning Executive Sub-Committee on 6 Feb 2013 \(13/67\)](#) and [Council on 7 May 2014 \(14/193\)](#)

Table 1 and map 5 below gives an indication of the number and location of schools which may be needed in each site. This information is based on the assumption that a single stream school accommodates 217 pupils or 804 houses, and a double stream school accommodates 434 pupils or 1,608 houses both based on the pupil product ratio of 0.27.

Table 1: Potential number and location of new schools

| <b>Site</b>                                | <b>No. houses</b> | <b>Secondary school</b> | <b>Primary school</b>                                                  |
|--------------------------------------------|-------------------|-------------------------|------------------------------------------------------------------------|
| <b>Bertha Park (H7)</b>                    | 3,000+            | 1                       | 1 double stream (may increase)                                         |
| <b>Perth West (H70)</b>                    | 550               | 0                       | 1 single stream                                                        |
| <b>OR</b>                                  |                   |                         | <b>OR</b>                                                              |
| <b>Perth West (unallocated site + H70)</b> | 3,200             | 0                       | Increase H70 to double stream and provide one additional double stream |
| <b>Almond Valley (H73)</b>                 | 1,500             | 0                       | 1 double stream                                                        |

Map 5: Indicative locations of new schools



Depending on the final number of dwellings which are proposed the school requirement will change with options to add or remove classrooms at schools where required. To date, Perth & Kinross Council's largest school is 18 classrooms (2 ½ stream) at Kinross. The Council's Education and Children's Services are unlikely to support a larger school.

At Bertha Park an all-through school is proposed with the funding for the secondary element in place. The primary element will be funded from developer contributions. In the long term it is expected that the new secondary school at Bertha Park will also accommodate pupils from catchment primary schools to the south west and south of Perth including Dunbarney, Forteviot, Forgandenny and Oudenarde. As with the housing development, the opening of the school will be dependent on the provision of the road link from the A9/A85 to Bertha Park.

In terms of good asset and financial planning the new schools at Bertha Park, Almond Valley and Perth West will be delivered in line with the agreed phasing plans for each strategic site through discussions with the developers progressing each site. Ultimately the catchment for each primary school is most likely to correspond with the individual housing areas but it is likely that in the early years some sharing of primary school provision will be required. For example, should the first primary school be built at Almond Valley it may be that this will also accommodate children from Bertha Park until such time as there are sufficient pupils generated to populate a school at Bertha Park. There will be need for flexibility as the speed with which each site progresses will influence when and where the new schools will be built. For Perth West in particular it is likely that the final decision on primary school provision will need to be delayed until it has been determined whether the larger currently unallocated site is going to come forward.

Developers will be expected to provide safe, attractive off road routes to new schools, using strategic green infrastructure provision where appropriate. In the case of the secondary school, this will need access provision which is suitable for walking and cycling from Perth West and Almond Valley, north to the school at Bertha Park. Developing sustainable travel patterns e.g. walking or cycling rather than car travel, are far more effective if provision is there from the outset so active travel routes to the secondary school need to be planned early.

### Design and Placemaking

Whilst separate masterplans have or will be prepared for individual sites, each will be required to accord with the over-arching Placemaking principles as set out in LDP policy PM1: Placemaking, TAYplan policy 2: Shaping Better Quality Places, and the Scottish Government's *Designing Places* policy.

The Council is also currently preparing a 'Placemaking Guide' as supplementary guidance to the LDP. This Guide will set out detailed placemaking principles including the Council's design vision and the core design themes which are to be applied to all development types across the Council area. It will include specific guidance for larger developments and sites that require masterplanning to test development against LDP placemaking policy and the *Designing Places* qualities of successful places.

Successful placemaking for development sites of this scale relies on the creation of a spatial landscape framework that complements the existing landscape by making use of existing landscape components such as woodland, hedgerows, topography and natural drainage patterns. These elements should be identified / enhanced and used to form a defined settlement edge towards the rural landscape and integrate urban development in the landscape.

On the Perth West site there is a need to incorporate national grid ‘Sense of Place’ guidelines for development that is located near high voltage overhead power lines which considers the following:

- Streets should be narrower with taller buildings no more than 4 storeys.
- Streets should be offset from the pylons to make them less prominent and blocks should be orientated perpendicular to the route.
- Development design should not reinforce the linear nature of the overhead lines, and should incorporate a strong mix of greenspace and housing with meandering paths and varied planting in the open spaces beneath the overhead powerlines

Pylons are also a site constraint at Bertha Park as overhead power lines cross through the site approximately south-west to north-east. The masterplan for Bertha Park has been designed to minimise the visual impact of the pylons through the orientation of buildings and landscape design.

| Site                    | Proposed LDP2 considerations                                                                                                                                                  |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Wider Perth West</b> | <ul style="list-style-type: none"> <li>• Incorporate national grid ‘Sense of Place’ guidelines</li> <li>• Consideration of local air quality issues in placemaking</li> </ul> |

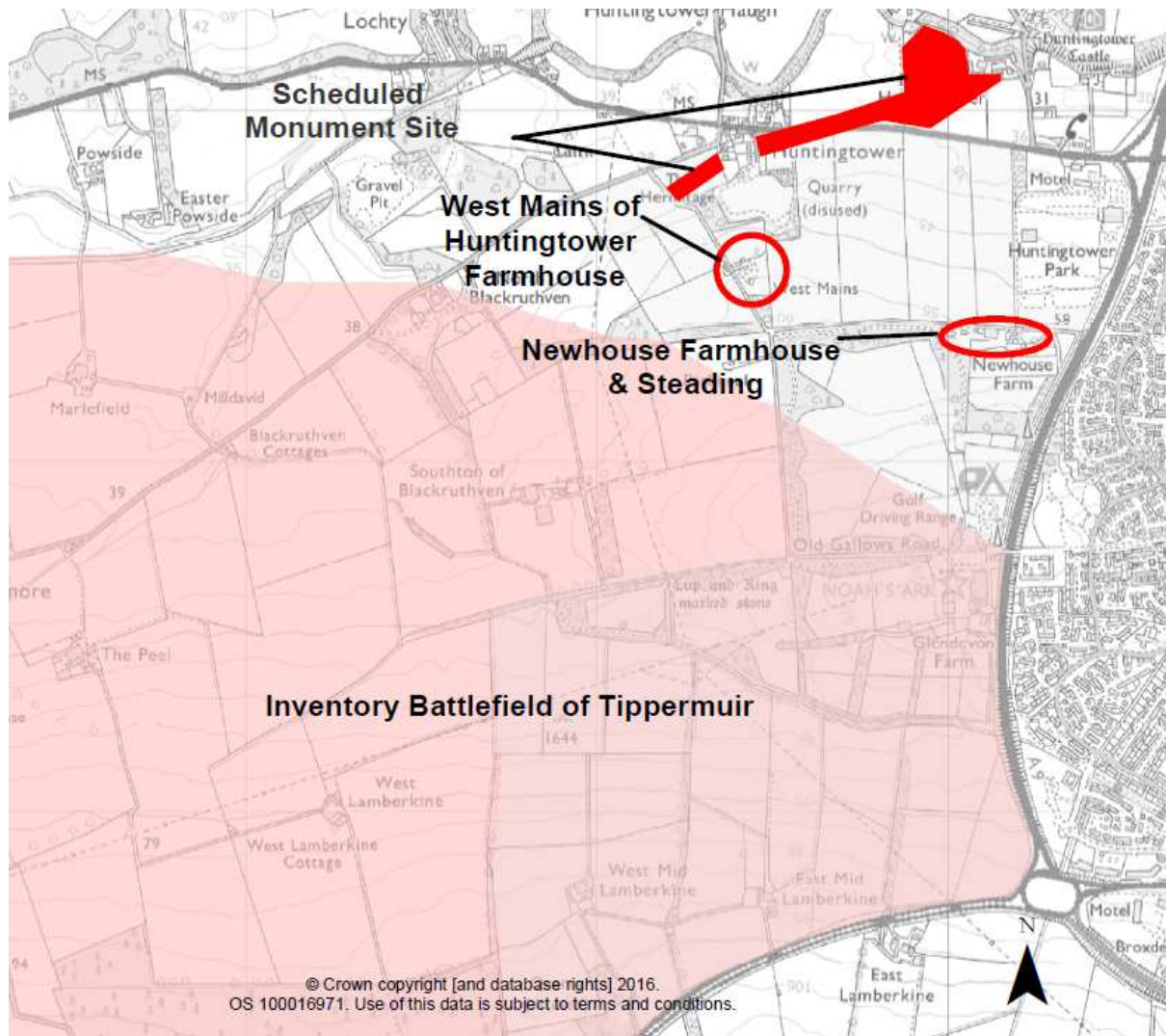
### Cultural Heritage

More than just promoting better urban design, placemaking looks to connect the cultural identities around which strong neighbourhoods are established. Masterplans for Bertha Park and Almond Valley identify the cultural heritage features to be taken into account in the development of these areas.

The Perth West area is rich in cultural assets that will need to be incorporated into the detailed masterplanning of the area. The Battle of Tippermuir is identified within Historic Environment Scotland’s Inventory of Battlefields as a nationally significant battlefield. Part of the Perth West Masterplan Framework area is within this battlefield area. A Conservation Masterplan will be completed prior to the detailed masterplan stage. This will provide detailed information in relation to the battlefield, how it can be protected and enhanced within the development, and agree any mitigation to lessen the development’s impact. It will also consider opportunities for converting the existing farm steadings, potential community involvement in battlefield research, and enhancement of historic features such as the Old Gallows Road.

Within the boundaries of the Perth West area there are a number of listed buildings. These are incorporated into the Perth West Masterplan Framework: West Mains of Huntingtower Farmhouse (Category B) (Reference:18313); Newhouse Farmhouse (Category B) (Reference: 18312); and Newhouse Steading (Category C) (Reference: 19872). A Scheduled Monument identified as “Mains of Huntingtower, henge, enclosures, pits and road” (Index Number 3630), traverses the site in a north easterly to north westerly direction adjacent to the A85. This area is preserved within the development to protect the archaeological remains of a Roman Road and associated pits. Development should avoid the ancient monument and it’s setting; any development proposed within a scheduled monument area will require consent from Historic Environment Scotland. Other known heritage include an early Bronze Age cist burial, a cup and ring marked stone, a Roman watchtower, a Roman camp and sites relating to medieval and later rural settlement. The potential for sub-surface archaeological deposits is considered to be moderate to high. Future investigation will therefore be required to refine areas of archaeological sensitivity.

Map 6: Cultural Heritage Features Perth West



| Site             | Proposed LDP2 considerations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West | <p>Cultural Heritage</p> <ul style="list-style-type: none"> <li>• A Battlefield Conservation Plan to be completed prior to the detailed masterplan stage to inform the future Masterplan and Landscape Framework / Greenspace Network Management Plan</li> <li>• Preserve the integrity of the setting of Huntingtower Castle</li> <li>• As part of any detailed application for each phase of development, following consultation with Perth &amp; Kinross Heritage Trust and Historic Environment Scotland, a plan detailing the sensitive design of the development to protect and maintain the setting of a key scheduled monument at Huntingtower Cairn shall be required</li> <li>• An archaeological programme of works with results feeding into a mitigation strategy for the preservation of heritage assets in situ or by record.</li> </ul> |

## Neighbourhood centres

Whilst the sites which make up the TAYplan Strategic Development Area are within the Perth City boundary, they should not be mere extensions of the City but rather places in their own right. An important means of achieving this will be through the incorporation of 'neighbourhood centres' in the individual masterplans. The Mixed Use Supplementary Guidance highlights the importance of providing centres for Perth West and Bertha Park. Whilst not specifically mentioned in relation to Almond Valley the following would also apply to the development of this site, albeit perhaps on a smaller scale:

*'Local, neighbourhood and village centres are an important focus for communities. They provide an essential mix of services and facilities, in a location which is conveniently accessible by a variety of different means, including on foot and public transport. Such centres should provide a focus for a range of uses including: retailing, professional offices, surgeries, places to eat and drink, commercial and public offices, entertainment and leisure, hotels, housing and community uses. Each centre should contain community facilities such as a primary school...shop, public house, community hall, place of worship and recreation facilities.'* The Supplementary Guidance also refers to the potential for a 1,500 square metres (gross) supermarket at Bertha Park. LDP2 will need to consider whether it would be appropriate for there to be similar provision at Perth West. Any such provision would be to serve the development rather than the wider area, and would come in a later phase once a large enough customer base has built up.

| Site             | Proposed LDP2 considerations                                                                                                                                                                    |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West | Proposed LDP2 to consider whether it would be appropriate to include provision for a supermarket (of 1,500 square metres (gross)) within the neighbourhood centre at the wider Perth West site. |

At Bertha Park the village centre will be located on the spinal road which is crossed by Cross Tay Link Road. On the eastern side the village centre will incorporate the new secondary school which is expected to serve as an important focus for community activity. The western side is likely to be the main focus for commercial and other services.

The preferred option identified in the Main Issues Report is the inclusion of the former Auction Mart site within the Perth West site boundary. There is planning permission for a superstore on this site. It is however likely that there are more sequentially preferable opportunities for retail proposals as per policy RC4 of the LDP and in terms of meeting the future retail need/capacity generated by a wider Perth West it is considered that this need would be better served in the identified neighbourhood centres of the Perth West [Masterplan Framework](#). These neighbourhood centres are more central to the proposed new housing areas and concentrating the facilities/amenities/services within these areas will help create a sense of place.

Should the larger Perth West site come forward it is therefore considered that the most appropriate locations for the neighbourhood centres, or focus for services and facilities, will be in central locations within the currently unallocated part of the larger site (either side of Noah's Ark). However in case the larger site does not come forward an area of land should be set aside within Perth West (H70) which could be used to provide such a function if necessary.

## NHS requirements

NHS Tayside has indicated a Health/Social Care Hub is required within Bertha Park and one would also be required within the southern Perth West neighbourhood centre if the wider Perth West site were to go ahead. NHS Tayside request land measuring 5,000m<sup>2</sup> in order to potentially create Health/Social Care Hubs at each development. These hubs will provide health care services as well as other services supplied by the Community Planning Partnership. Both will also service the new Almond Valley village and provide additional support for increased housing in Luncarty. Developers will be expected to enter into an agreement to transfer at nil value the required serviced site for the Health/Social Care Hub either through a Section 75 agreement or a separate legal agreement with the Community Planning Partnership.

| Site             | Proposed LDP2 considerations                                                                                                                                                  |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wider Perth West | A 5,000m <sup>2</sup> serviced site will be required within the southern neighbourhood centre for the provision of a healthcare hub. Land should be transferred at nil value. |

## Employment land

| Site                        | Adopted LDP site specific developer requirements |
|-----------------------------|--------------------------------------------------|
| Bertha Park (H7)            | In excess of 25ha employment land                |
| Perth West (H70)            | Employment space and / or primary school         |
| Almond Valley Village (H73) | No specific requirement                          |
| Ruthvenfield Road (E38)     | 25ha general employment uses                     |

Increasing sustainable economic growth in order to create a more successful Scotland with opportunities for all to flourish is a key priority for the Scottish Government. The adopted Local Development Plan therefore seeks to identify new opportunities for employment land. The Plan promotes mixed use sites that will help minimise the need to travel by car and encourage travel by walking, cycling and public transport and the developers of these sites need to be proactive in identifying the opportunities for creating sustainable economic growth within their sites. The West / North West Perth Strategic Development Area is one of the main opportunities in the Plan to make a significant contribution to increasing sustainable economic growth in Perth and Kinross and in recognition of this TAYplan requires the provision of 50ha employment land across the Strategic Development Area. 25+ha of this is allocated through the LDP to the Bertha Park site. Ruthvenfield (E38) is allocated entirely for general employment uses and contributes a further 25ha. Given the proximity of Almond Valley to the Ruthvenfield site there is no specific employment land allocation directed towards Almond Valley.

Development of the wider Perth West site, should it come forward, will extend beyond the next TAYplan. There will therefore be a further requirement for additional employment land to support the development of further housing on this site of a similar scale to that required at Bertha Park i.e. 25+ha and this must be taken into account in bringing forward proposals for this site. This requirement will form a longer term supply of employment land to serve Perth which is likely to extend well beyond the life of the housing development. The share of the 25+ha which will be directed to the H70 allocated site is 4.2ha. This is calculated on the percentage of the total Perth West site which is allocated as H70.

At the H70 site there is a requirement for employment space and / or a primary school. To clarify, this means that there will be a requirement for employment space and a primary school or, if a primary school is not required, a larger allocation of employment land (the



employment land allocation of 4.2ha plus land of an equal amount that would have been needed for a school). As abovementioned, should the wider Perth West site go ahead the share of employment land to be directed to the H70 site is 4.2ha. It is considered that this is an appropriate employment land allocation for the H70 site regardless of whether or not the wider Perth West site goes ahead.

| Site             | Proposed LDP2 considerations                                                                             |
|------------------|----------------------------------------------------------------------------------------------------------|
| Wider Perth West | In excess of 25ha employment land which will form a longer term supply of employment land to serve Perth |

It is expected that the demand for particular types of employment / office space and the nature of that demand will change over the 25-30 year lifespan of these sites. It is not therefore anticipated that in Bertha Park and the larger Perth West site the employment land allocations will be met through the identification of a single large business park or industrial estate. It is therefore suggested that in each site no more than 50% of the employment land allocation should be identified in a single block. For Bertha Park this is likely to be best located either close to the existing Inveralmond industrial estate or to the North East close to the future A9 junction which will be developed through the CTRLR project. At Perth West the best location is likely to be either to the southwest of the larger site via a new grade-separated junction off the A9 or to the south east adjacent to the Broxden roundabout.

A range of different types of employment land provision are sought. Modern ways of working suggest that it is likely to be appropriate and desirable to have some employment provision interspersed throughout the residential areas e.g. taking the form of workhubs which provide office and meeting spaces for people who work flexibly and utilise the space as and when they need it. It is acknowledged that until people start living in these areas the demand for some types of employment space, such as workhubs, may be limited. However it is essential that the provision of employment land keeps pace with the development of housing. The provision of the employment land will therefore require to be phased in line with house completions. This will be set out in the Section 75 Agreement for each site.

The Mixed Use Supplementary Guidance gives a guide as to what will be considered acceptable uses for each site although this will be dependent on other matters including design and compatibility between different uses.

For Bertha Park and Perth West the Mixed Use Supplementary Guidance identifies the potential use classes which could be acceptable on the site. These include: Class 2 – Financial, professional services & other services; Class 4 – Business; Class 5 – General Industrial; and Class 6 – Storage / Distribution. For the avoidance of doubt, the provision of Class 1 Shops will be encouraged within the neighbourhood centres but their floorspace will not count towards the employment land allocation.

Table 2 gives some further detail as to what specific uses / development types will and will not be considered as contributing towards the employment land allocation. This will be applicable across the whole of the West / North West Perth Strategic Development Area as identified in TAYplan:

Table 2: Uses within Employment Land Allocation

| Will contribute towards allocation                                                                                                                                                                                       | Will <u>not</u> contribute towards allocation                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| Financial, professional and other services expected in shopping areas (Class 2) including: health centres, doctors and dentist surgeries, and estate agents – offices above shops will also count towards the allocation | Shops (Class 1)                                               |
|                                                                                                                                                                                                                          | Restaurants (Class 3) and pubs (sui generis)                  |
|                                                                                                                                                                                                                          | Hotels (Class 7)                                              |
| Business uses including offices and light industry (Class 4) – workhub units will also count towards the allocation                                                                                                      | Homeworking space provided within individual houses (Class 9) |
| General Industrial uses (Class 5)                                                                                                                                                                                        |                                                               |
| Storage or Distribution (Class 6)                                                                                                                                                                                        | Schools (Class 10)                                            |

The following uses may also contribute towards the employment land allocation depending on the details of the individual proposal:

- Commercial leisure uses (Class 11) including gyms
- Nursing or other residential home

#### Other key infrastructure

For the Bertha Park site, Scottish Water have indicated that network investigation is required for both water and wastewater and they are liaising with the developer on this. Similarly at Almond Valley, network investigations and growth will be required to accommodate the development and early contact with Scottish Water is recommended. At Perth West suitable connection point(s) within the Scottish Water system will be identified following detailed water impact assessment work. Given the size and nature of the development it is likely network upgrades will be required. A full network model and Water Impact Assessment is required to assess impact and possible ways to serve the development. A Drainage Impact Assessment study will also be required in order to assess the impacts of the development on the existing sewer network. It is anticipated that upgrades to the existing network and treatment works will be required as a result of the proposed development.

Whilst not a direct requirement of the LDP the co-ordination between sites of other key infrastructure such as water supply and waste-water treatment may offer economies of scale and is encouraged where practicable.

## PHASING AND DELIVERY

The anticipated phasing for various elements of individual sites and the CTLR are noted below, correct as at September 2016. The Main Issues Report for Local Development Plan 2 also proposes a new policy RD7: Delivery of Housing Sites. This proposed new policy would require landowners / developers of every allocated site in the Plan to produce a Delivery Strategy, agreed with the Council and other essential infrastructure providers, which sets out a realistic programme of delivery of the site through the Plan period. Such an approach will ensure that sites are brought forward timeously and that any constraints or difficulties likely to impact on delivery are identified and resolved.

| 2016                                                                       | 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 2017-18                                                                                                                                                             | 2019                                                                                                                                                                                                                                                                                                                                   | 2021-23                                                                                                                                         | TBC                                         | 2024                                                                  | 2027                                                                     | 2029-33                                                                                                                      | 2037                                                                     | 2037-43                                                 |
|----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|-----------------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|---------------------------------------------------------|
| Start construction of A9/A85 junction enhancements and link to Bertha Park | Start construction of school at Bertha Park (October)<br><br>Commencement of phase 1 Bertha Park – total of 1,061 houses, class 1, 2, 3 & 10 uses in East village and part of West village, section of the CTLR, central pond area, open space and associated landscaping including perimeter structural planting, cycle and footpath links including pedestrian underpass, drainage attenuation features including SUDS ponds. The principal woodland belts between phases and at the southern and western boundaries will also be established in Phase 1. | A9/A85 junction upgrade works complete<br><br>Cross Almond link from new A9/A85 junction over River Almond<br><br>Anticipated start of development at Almond Valley | New school at Bertha Park operational (August)<br><br>Commence phase 1 Perth West, which once finished should deliver: housing development (of around 750 units), vehicular underpass to connect new development to Lamberkine Drive and A85 access/es, around 16 ha employment land, and advance woodland planting at West Lamberkine | Commence phase 2 Perth West: around a further 750 homes with access provided to A9 and 2 local centres, and around 4.4 hectares employment land | New primary school at Almond Valley Village | Completion of up to 700 houses at Almond Valley (remainder post 2024) | Commence phase 2 Bertha Park (based on an estimated 100 homes per annum) | Commence phase 3 Perth West: around a further 1,000 homes, around 4.4 hectares employment land, and Lamberkine Woodland park | Commence phase 3 Bertha Park (based on an estimated 100 homes per annum) | Commence phase 4 Perth West: around a further 500 homes |



**PERTH AND KINROSS COUNCIL**

**Enterprise & Infrastructure Committee**

**11 January 2017**

**Application for the use of affordable housing developer contribution  
commuted sums**

**Report by Director (Environment)**

This report details the application for the use of £471,500 of affordable housing developer contribution commuted sums from the Strathmore & the Glens Housing Market Area fund to support an affordable housing development of 71 units. This would be for Blackthorn Place, Blairgowrie and would enable a site start in 2017.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 A comprehensive affordable housing policy was approved by the Enterprise & Infrastructure Committee on 24 August 2005 (Report No. 05/508 refers). Subsequent to this, an Affordable Housing Guide was produced. The Enterprise & Infrastructure Committee agreed on 29 August 2007 (Report No. 07/551 refers) that this would be adopted as additional guidance on the interpretation and implementation of the affordable housing policy.
- 1.2 The Enterprise & Infrastructure Committee on 17 January 2007 (Report No. 07/72 refers) agreed to delegate powers to the Executive Director (Environment) to approve grants to meet the need for affordable housing as outlined in the report, up to a maximum of £200,000 per site. Where a grant application submitted by an RSL is for over £200,000, the power to approve these applications lies with the Enterprise & Infrastructure Committee.
- 1.3 The Committee agreed that commuted sums collected in accordance with the affordable housing policy will be spent either in addressing the need for affordable housing through development or in assisting in the implementation of the affordable housing policy. The Committee further agreed a number of specific uses for commuted sums. These are used as a basis for setting out the criteria against which applications for funding from the commuted sums account will be assessed.

**Criteria for assessing applications for funding**

- 1.4 Applications for funding should meet at least one of the following criteria:
  - To enable a Registered Social Landlord (RSL) to purchase a higher percentage of a site than that required by the Affordable Housing policy, in order to increase the number of affordable houses that would otherwise be provided on the site

- To enable an RSL to compete with the private sector to acquire a whole site for affordable housing
- To support an RSL in meeting previously unidentified exceptional infrastructure costs or development costs associated with developing the site, for example drainage works, roads infrastructure, or decontamination works (costs must be unexpected – this criterion will not serve as a substitute for the exercising of due diligence in site investigations)
- To support an RSL in meeting known and exceptional infrastructure or development costs associated with a site in order to enable the RSL to purchase the site for affordable housing. However, the Council's agreement must be confirmed in writing before an offer is made to purchase the site.

1.5 This list is not exhaustive and proposals for funding which are outwith the criteria above will be considered against the following:

- whether the proposal addresses a need for affordable housing; or
- whether the proposal assists in the implementation of the affordable housing policy

1.6 In the majority of cases, applications for grant aid from commuted sums will require to be submitted and approved prior to site purchase or the commencement of development on site.

1.7 Applications for commuted sums are assessed in consultation with Housing & Community Safety and the following factors are taken into account:

- Whether the affordable housing could be delivered without subsidy from the commuted sum fund
- Need for affordable housing in the area – both the settlement and the wider Housing Market Area (HMA)
- Whether enough commuted sums have been collected in the HMA to cover the amount sought in the application
- Whether the proposal delivers value for money – as a guide the amount sought per plot in the application should not exceed the value of the commuted sum for the HMA. This is to ensure, as far as possible, that for each commuted sum paid by a developer in lieu of affordable provision on site, an affordable house is provided elsewhere in the HMA.

## **2. PROPOSALS**

2.1 Hillcrest Housing Association has submitted a grant application for £471,500 from the affordable housing developer contributions fund.

2.2 This grant is to aid the full development of 71 affordable houses and it is confirmed that this would enable all of the dwellings to be delivered as social rented units.

- 2.3 The criteria against which this application has been assessed is outwith the main criteria as described earlier. As such, the assessment is based on whether the proposal addresses a priority need for affordable housing. The proposal does meet a priority need in the Strathmore & the Glens HMA. In addition, the proposal can not be delivered for the Council's priority social rent tenure without the use of the commuted sums.
- 2.4 The Strathmore & the Glens Housing Market Area (HMA) commuted sums fund currently has circa £499,878 available to spend on the delivery of affordable housing. Therefore, it is confirmed there are sufficient funds in the HMA to enable this proposal.

### **Justification for funding**

- 2.5 Blairgowrie has a high affordable housing need. Details from Housing & Community Safety evidence is that there is significant demand for social rented units with in the region of 216 applicants (with Blairgowrie as their first area of choice) on the waiting list and only 15 available lets in the past year. This pressure ratio of 13.5 confirms the need for affordable housing, and specifically social rented units, to meet some of the housing need in Blairgowrie.
- 2.6 The Scottish Government's policy document 'Homes Fit for the 21st Century', together with its 'Strategy and Action Plan for Housing in the next Decade: 2011-2020' highlighted that new ways need to be found to provide affordable housing with reduced Scottish Government funding. Despite Scottish Government grant funding for affordable housing having been increased this year, there is still a shortfall here in funding for the RSL to develop social rented housing. This has made it necessary for additional funding to be found to enable the projects identified as meeting a priority need for the Council to be developed.
- 2.7 The additional £6,640 per unit is felt to be reasonable in order to enable the RSL to keep the rents at the level required for social rent tenure. Without the funding, it would be necessary for the RSL to increase rents to mid market rent tenure level in order to finance the full cost of borrowing for the construction of the units. The use of this funding, therefore, facilitates the units to be delivered as social rented tenure, which is the Council's priority housing need.

### **Date funds are to be payable**

- 2.8 The funds will be required to be transferred to Hillcrest Housing Association in March 2017. This corresponds with the Council's Strategic Housing Investment Plan (SHIP) and the Housing Association Grant (HAG) funding, which will be paid by the Scottish Government to the project.

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 It is recommended that the Committee approves the application for grant funding from the affordable housing developer contributions fund to provide additional affordable housing within Strathmore & the Glens HMA.

#### Author

| Name           | Designation               | Contact Details                                                                                    |
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| Peter Marshall | Strategy & Policy Manager | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation            | Date             |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 24 November 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>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 future generations

#### Corporate Plan

1.2 It is considered that the strategy and related actions will contribute to the following objectives:

- (iii) Promoting a prosperous, inclusive and sustainable economy; and
- (v) Creating a safe and sustainable place for future generations.

## 2. Resource Implications

### Financial

- 2.1 The recommend grant payment of £471,500 to Hillcrest Housing Association can be met from the Developer Contributions (Affordable Housing) earmarked reserve.

## 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. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).
- 3.2 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as **not relevant** for the purposes of EqIA

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 This section should reflect that the proposals have been considered under the Act and no further action is required as it does not qualify as a 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. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:
- in the way best calculated to delivery of the Act's emissions reduction targets;
  - in the way best calculated to deliver any statutory adaptation programmes; and
  - in a way that it considers most sustainable.

- 3.6 The proposal contained within the report are assessed to have a positive impact on sustainability, particularly with regard to delivering transport infrastructure including Park and Ride thus encouraging sustainable modes of transport.

#### Legal and Governance

- 3.7 The Head of Legal and Governance has been consulted and no legal implications have been identified.

#### Risk

- 3.8 None.

### **4. Consultation**

#### Internal

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

### **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:

- Report to Enterprise & Infrastructure Committee 24 August 2005 – Affordable Housing Policy (Art: 05/508)
- Report to Enterprise & Infrastructure Committee 17 January 2007 – Affordable Housing Developer Contributions (Art: 07/72)
- Report to Enterprise & Infrastructure Committee 29 August 2007 – Affordable Housing Guide (Art: 07/551)
- Perth & Kinross Council Developer Contributions and Affordable Housing April 2016

### **3. APPENDICES**

- 3.1 None.



## PERTH AND KINROSS COUNCIL

## Enterprise and Infrastructure Committee

11 January 2017

## Planning Performance Framework 5

## Report by Director (Environment)

The report presents the fifth annual Planning Performance Framework (PPF5), which was submitted to Scottish Government. The PPF details the service improvements and progress throughout the past year, as well as identifying improvement measures to be delivered in the 2016/17 period. The report also outlines the positive feedback on PPF5 from the Minister for Local Government and Housing.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The Scottish Government remain committed to planning authorities striving towards continuous improvements through the Planning Performance Framework. Planning Authorities have submitted their fifth annual Planning Performance Framework (PPF5) reports.
- 1.2 Perth and Kinross Council received feedback on [PPF4](#) (2014/15) which commended many aspects of our work. The Cabinet Secretary for Social Justice, Communities and Pensioners' Rights, Alex Neil MSP, provided several positive comments, recognising our "*reduction of decision time making timescales*" and "*good evidence of working across services and with other agencies*". The Cabinet Secretary also noted that he was pleased to see that "*a number of groups have been established to help share skills and expertise*", whilst commending our "*broad range of training throughout the past year for both officers and elected officials*".
- 1.3 This feedback was used to build upon these commendations and improve further in the creation of PPF5.

**2. PLANNING PERFORMANCE FRAMEWORK 5 (2015/16)**

- 2.1 PPF5 was submitted to Scottish Government on 31 July 2016 (Appendix 1). The report notes that all the criteria were met, and the highlights are set out below:

**National Headline Indicators – Perth and Kinross Council position**

- Development Planning is on track and all the commitments set out in the Development Plan Scheme have been met.
- Housing approvals and housing completions have both increased significantly over the past year.

- Project planning within Development Management has seen an increase, with more applications being subject to pre-application advice and six major applications engaging in a processing agreement.
- The application approval rate has remained stable at approximately 90%, as has the delegation rate (96%).
- The average number of weeks for decisions on planning applications have all been reduced, most notably for major developments which have decreased from 42.2 weeks to 23.7 weeks.
- Enforcement statistics have seen an increase in both the number of breaches identified and resolved.

### **Delivery of Service Improvements 2015/16**

2.2 The majority of service improvements identified in PPF4 have either been successfully achieved or considerable progress has been made towards achieving them, as set out below:

- Undertake a review of Conservation Areas – an initial review of the four larger Conservation Areas was undertaken.
- Undertake a review of Buildings at Risk – a meeting has been held with the BARR section at Historic Environment Scotland to progress with this.
- Improve the visualisations of the Local Development Plan – a workshop was held to explore graphic options and ideas were presented at the recent Main Issues Report consultation events.
- Increase social media presence – this has been achieved through the Planning and Development Twitter account and online surgeries were held throughout the Main Issues Report consultation.
- Evaluate Development Management procedures – these were reviewed and updated and subject to an internal audit during February 2016.
- Work towards achieving Customer Service Excellence – Building Standards has now achieved this. It will be rolled out to Development Management and Strategy and Policy during 2017-18.

### **Service Improvements identified for 2016/17**

2.3 For PPF6, we have identified five measurable and achievable action points, as set out below:

- Continue to work towards achieving Customer Service Excellence for the planning teams;
- Continue to review Conservation Areas, concentrating on Perth City;
- Make further improvements in project management in the major applications team;
- Improve the quality of developments on the ground, through use of the Placemaking Guide and Development Briefs;
- Rationalise the webpages and review its content.

### 3. PPF5 FEEDBACK

- 3.1 On 25 November 2016, the Minister for Local Government and Housing wrote to the Chief Executive providing feedback on PPF5. The Government has assessed the PPF report against an agreed a set of 15 performance markers. A Red, Amber, Green (RAG) ratings is used and based on the evidence provided within the PPF reports, the Council achieved 14 markers rated Green with only one marker noted as Amber. This represents significant progress since the RAG system was introduced. Table 1 below highlights the improved performance in the period 2012-16.

Table 1 Perth & Kinross Council - Performance Against Key Markers

| Marker |                                                          | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|--------|----------------------------------------------------------|---------|---------|---------|---------|
| 1      | Decision making timescales                               |         |         |         |         |
| 2      | Processing agreements                                    |         |         |         |         |
| 3      | Early collaboration                                      |         |         |         |         |
| 4      | Legal agreements                                         |         |         |         |         |
| 5      | Enforcement charter                                      |         |         |         |         |
| 6      | Continuous improvement                                   |         |         |         |         |
| 7      | Local development plan                                   |         |         |         |         |
| 8      | Development plan scheme                                  |         |         |         |         |
| 9      | Elected members engaged early (pre-MIR)                  | N/A     | N/A     |         |         |
| 10     | Stakeholders engaged early (pre-MIR)                     | N/A     | N/A     |         |         |
| 11     | Regular and proportionate advice to support applications |         |         |         |         |
| 12     | Corporate working across services                        |         |         |         |         |
| 13     | Sharing good practice, skills and knowledge              |         |         |         |         |
| 14     | Stalled sites/legacy cases                               |         |         |         |         |
| 15     | Developer contributions                                  |         |         |         |         |

- 3.2 The feedback report goes on to compare the Council's Decision Making Timescales against the Scottish average. In all areas, it notes that the Council performs better than the Scottish average.

Table 2 Decision Making Timescales (Weeks)

|                                     | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2015-16<br>Scottish<br>Average |
|-------------------------------------|---------|---------|---------|---------|--------------------------------|
| Major Development                   | 37.5    | 55.4    | 42.2    | 23.7    | 38.8                           |
| Local (Non-Householder) Development | 12.0    | 12.5    | 11.8    | 11.3    | 12.3                           |
| Householder Development             | 8.1     | 7.8     | 6.8     | 6.3     | 7.5                            |

- 3.3 The only area where the Council gained an amber rating was related to the early engagement with stakeholders at the pre MIR stage. The feedback noted that the Council “failed to set out clearly how you have engaged with key stakeholders on the preparation of your MIR”. This is rather disappointing as the evidence submitted clearly indicates that the focus of pre MIR Consultation stage ended in March 2015 which was outwith the reporting period.
- 3.4 Overall, the report presents an excellent picture of an improving Planning Service. Maintaining and improving standards at a time of increasing activity in the development sector, combined with resource constraints represents a significant challenge moving forward. The full feedback report is presented in Appendix 2.

#### 4. CONCLUSION AND RECOMMENDATION

- 4.1 PPF5 has demonstrated how Planning and Development have successfully satisfied the National Headline Indicators along with the service improvements previously set out. A new set of service improvements have been outlined for 2016/17 and are already being progressed. Successful implementation of the Planning Performance Framework will continue to help Planning and Development work towards providing an excellent service for all our of customers.
- 4.2 It is recommended that the Committee:
- (i) Notes the content of the fifth Planning Performance Framework and associated feedback.
  - (ii) Requests the Director (Environment) to bring back a further report on the outcome of the sixth Planning Performance Framework.

#### Author

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#### Approved

| Name           | Designation            | Date            |
|----------------|------------------------|-----------------|
| Barbara Renton | Director (Environment) | 5 December 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>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 Development throughout Perth and Kinross contributes to the following Perth and Kinross Community Plan / Single Outcome Agreement priorities, and the PPF supports these:

- (i) Developing educated, responsible and informed citizens
- (ii) Promoting a prosperous, inclusive and sustainable economy
- (iii) Supporting people to lead independent, healthy and active lives
- (iv) Creating a safe and sustainable place for future generations

#### Corporate Plan

1.2 Development throughout Perth and Kinross and the PPF contributes to the achievement of the following Council's Corporate Plan Priorities:

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

## **2. Resource Implications**

### Financial

2.1 There are no direct financial implications arising from this Report.

### Workforce

2.2 None.

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

2.3 None.

## **3. Assessments**

### Equality Impact Assessment

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

### Strategic Environmental Assessment

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

3.3 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).

### Sustainability

3.4 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:

- In the way best calculated to delivery of the Act's emissions reduction targets;
- In the way best calculated to deliver any statutory adaptation programmes; and
- In a way that it considers most sustainable.

### Legal and Governance

3.5 None.

Risk

3.6 None.

**4. Consultation**Internal

4.1 All teams within Planning and Development were consulted on the PPF and fed into the final content.

External

4.2 None.

**5. Communication**

5.1 None.

**2. BACKGROUND PAPERS**

2.1 The following background papers were referred to during the preparation of this report:

- PKC Action Programme April 2016
- PKC Housing Land Audit 2016
- PKC Employment Land Audit 2015

**3. APPENDICES**

3.1 Appendix 1 - Perth and Kinross Council Planning Performance Framework 2015/16.

3.2 Appendix 2 – Planning Performance Framework

# Planning Performance Framework



2015-2016

APPENDIX 1

## Introduction

Perth & Kinross Council is pleased to publish our fifth Planning Performance Framework (PPF), covering the period from 1 April 2015 to 31 March 2016. This publication has built upon all of our previous PPF's and the feedback we received from both the Scottish Government and from within our Benchmarking Group, to strive towards further improving the service we deliver.

Our feedback from PPF4 was admirable, receiving a scoring of fourteen green and one red marker (feedback based on RAG ratings) and we continue to work on improving the service we provide.

The case studies we have included throughout PPF5 convey our steady momentum towards achieving better performance during the past year while our committed service improvements for the year ahead ensure we will continue to make progress. We have also included a checklist in PPF5 (Appendix 1) which clarifies how we have achieved each of the fifteen Performance Markers.

## Get in touch

We welcome any comments you may have about our service and suggestions about how we can improve. This might include comments about things that have gone well, what has not, and what we should continue to do.


Please feel free to contact us with your views:

Planning & Development  
The Environment Service  
Perth & Kinross Council  
Pullar House  
35 Kinnoull Street  
PERTH  
PH1 5GD

Twitter @PKCplanning  
Email [Developmentplan@pkc.gov.uk](mailto:Developmentplan@pkc.gov.uk)  
Tel 01738 475000

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Hyperlinks throughout the document are highlighted in [blue text](#) along with this icon 



| Key Outcomes                                                                                                                                                                                             | 2015-16      | 2014-15      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
| <b>Development Planning</b>                                                                                                                                                                              |              |              |
| <ul style="list-style-type: none"> <li>Age of local/strategic development plan(s) (years and months) at end of reporting period<br/><i>Requirement: less than 5 years</i></li> </ul>                     | 26 months    | 14 months    |
| <ul style="list-style-type: none"> <li>Will the local/strategic development plan(s) be replaced by their 5th anniversary according to the current development plan scheme? (Y/N)</li> </ul>              | Y            | Y            |
| <ul style="list-style-type: none"> <li>Has the expected date of submission of the plan to Scottish Ministers in the development plan scheme changed over the past year? (Y-earlier/Y-later/N)</li> </ul> | N            | N            |
| <ul style="list-style-type: none"> <li>Were development plan scheme engagement/consultation commitments met during the year? (Y/N)</li> </ul>                                                            | Y            | Y            |
| <b>Effective Land Supply</b>                                                                                                                                                                             |              |              |
| <b>and Delivery of Outputs*</b>                                                                                                                                                                          |              |              |
| <ul style="list-style-type: none"> <li>Established housing land supply</li> </ul>                                                                                                                        | 15,287 units | 15,869 units |
| <ul style="list-style-type: none"> <li>5-year effective housing land supply</li> </ul>                                                                                                                   | 4,929 units  | 4,004 units  |
| <ul style="list-style-type: none"> <li>5-year housing supply target</li> </ul>                                                                                                                           | 4,035 units  | 4,035 units  |
| <ul style="list-style-type: none"> <li>5-year effective housing land supply (to one decimal place)</li> </ul>                                                                                            | 6.1 years    | 4.96 years   |
| <ul style="list-style-type: none"> <li>Housing approvals</li> </ul>                                                                                                                                      | 611 units    | 593 units    |
| <ul style="list-style-type: none"> <li>Housing completions over the last 5 years</li> </ul>                                                                                                              | 2,132 units  | 1,935 units  |
| <ul style="list-style-type: none"> <li>Marketable employment land supply</li> </ul>                                                                                                                      | 167 ha       | 302 ha       |
| <ul style="list-style-type: none"> <li>Employment land take-up during reporting year</li> </ul>                                                                                                          | 5.8 ha       | 2.25 ha      |

\* The most up-to-date approved figures are to be supplied

| Key Outcomes                                                                                                                                                  | 2015-16 | 2014-15 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|
| <b>Development Management</b>                                                                                                                                 |         |         |
| <b>Project Planning</b>                                                                                                                                       |         |         |
| <ul style="list-style-type: none"> <li>Percentage of applications subject to pre-application advice</li> </ul>                                                | 20.4%   | 11.6%   |
| <ul style="list-style-type: none"> <li>Number of major applications subject to processing agreement</li> </ul>                                                | 6       | 0       |
| <ul style="list-style-type: none"> <li>Number of applications subject to other project plan</li> </ul>                                                        | 0       | 0       |
| <ul style="list-style-type: none"> <li>Percentage planned timescales met</li> </ul>                                                                           | 83.3%   | n/a     |
| <b>Decision-Making</b>                                                                                                                                        |         |         |
| <ul style="list-style-type: none"> <li>Application approval rate</li> </ul>                                                                                   | 90.4%   | 90.6%   |
| <ul style="list-style-type: none"> <li>Delegation rate</li> </ul>                                                                                             | 96.9%   | 96.0%   |
| <b>Decision-Making Timescales</b>                                                                                                                             |         |         |
| <b>Average number of weeks to decision</b>                                                                                                                    |         |         |
| <ul style="list-style-type: none"> <li>Major developments</li> </ul>                                                                                          | 23.7    | 42.2    |
| <ul style="list-style-type: none"> <li>Local developments (non-householder)</li> </ul>                                                                        | 11.3    | 11.8    |
| <ul style="list-style-type: none"> <li>Householder developments</li> </ul>                                                                                    | 6.3     | 6.8     |
| <b>Legacy Cases</b>                                                                                                                                           |         |         |
| <ul style="list-style-type: none"> <li>Number cleared during reporting period</li> </ul>                                                                      | 51      | 49      |
| <ul style="list-style-type: none"> <li>Number remaining</li> </ul>                                                                                            | 20      | 38      |
| <b>Enforcement</b>                                                                                                                                            |         |         |
| <ul style="list-style-type: none"> <li>Time since enforcement charter reviewed and published (months)<br/><i>Requirement: review every 2 years</i></li> </ul> | 17      | 9       |
| <ul style="list-style-type: none"> <li>Number of breaches identified/resolved</li> </ul>                                                                      | 296/167 | 361/212 |



## Development Planning

Our [Development Plan Scheme](#) is on track and we are currently preparing our Proposed Plan for [Local Development Plan 2](#) (LDP2).

## Effective Land Supply and Delivery of Outputs

### 5-year Effective Housing Land Supply

For 2015 the first draft of the housing land audit figures were used in error to calculate the number of years effective housing land supply as opposed to the final audit figures (actual figures for 2014/15 were 4,495 units/5.6 years).

### Marketable Employment Land Supply

The decrease in marketable employment land supply in this reporting period is largely due to a change in the new methodology we now use for the employment land audit (ELA) and the way we capture the data. The ELA is now a much clearer representation of the current marketable employment land supply.

## Development Management

### Project Planning

We are able to monitor the percentage of applications received which were subject to pre-application advice, which was 20.4% last year. This represents a significant increase (8.8%) compared to the previous year, although it is partly due to improvements in the way enquiries are linked to subsequent planning applications in our database.

Processing agreements have been offered since April 2013 and are routinely offered at the pre-application stage to all



prospective applicants for major developments and now also for more complex local applications, particularly where these are likely to require a planning obligation. Advice on processing agreements is provided on the Council's website in the form of a [guidance note](#) together with a downloadable [template](#) . During 2015/16, six processing agreements (covering both major and local applications) were concluded with applicants, compared to none during the previous year. We will continue to promote agreements where appropriate and emphasise the positive benefits for the applicant.

### Decision-Making

The application approval rate dropped very slightly and the delegation rate increased by 0.9% in 2015/16, although there are no obvious reasons behind these statistics.

## Decision-Making Timescales

Major developments performance improved significantly again from an average of 42.2 weeks to 23.7 weeks. Project planning and better monitoring of cases has once again helped, together with the improved management of the planning obligation process. Local development (non-householder) applications also took less time to determine on average (down by 0.5 weeks to 11.3), achieved again through project planning and better monitoring. Over the same period there was also an improvement in the percentage of (non-householder) local applications being determined within 2 months (71.5% compared to 59.5%).

Tighter timescales for dealing with all applications involving planning obligations were introduced in 2013 and further improvements in performance were consequently achieved in subsequent years. Last year, the average number of weeks for these applications improved significantly from 53.2 to 28.7.

Performance for householder applications has again improved, this time from an average of 6.8 weeks to 6.3 weeks. The percentage of householder applications being determined within 2 months also continued to improve (97.6% compared to 91.0%). This has been due primarily to the continued operation of previously improved workload management and a fully resourced, efficient and dedicated team.

## Legacy Cases

At the end of 2013/14, 88 of our undetermined applications were over a year old. A year later, the number remaining had dropped to 49. During 2015/16 that number was further reduced to 20, notwithstanding that several 'new' applications entered the 'legacy' category during the course of the year. The number of stalled and legacy cases continues to be regularly monitored and actioned in accordance with the protocol introduced in 2013. Nevertheless, it is recognised that the time taken to negotiate legal agreements is still a significant factor affecting application determination times and further improvements to the process are continually sought. It is worth noting in this regard that the average time to decide a local application with a legal agreement improved substantially from 54.6 to 27.6 weeks.

## Enforcement

The [Enforcement Charter](#) was reviewed and re-published in June 2014 in electronic format on the Council's [Planning Enforcement webpage](#) and is currently being reviewed again. Enforcement activity was quieter during 2015/16 than in the previous year, with a decrease in cases being both reported and resolved. The number of [formal notices](#) served also dropped, from 37 to 23. We continually aim to reduce breaches of planning control through giving our enforcement work a high profile, particularly with regard to monitoring compliance with planning consents.

# Part 2

## Defining and Measuring a High-Quality Planning Service



## Quality of Outcomes

### Kinross High Street Regeneration

As a result of significant investment in the Kinross Relief Road and less traffic in the town centre, Perth & Kinross Council were able to take forward proposals to improve the public realm within [Kinross High Street](#). The aim of the project was to enhance pedestrian safety, support local businesses and provide a space for local events.

*See Case Study 1 for further information.*

### Weekly Review Meetings

As part of the project planning process, weekly meetings are now held between the relevant Development Management and Local Development Plan Officers, as well as Officers from other relevant departments to review the progress of major applications.

## Case Study 1 : Kinross High Street Regeneration

The regeneration of Kinross High Street was completed in October 2015. Recently there has been significant investment in the infrastructure in Kinross - the relief road was constructed in 2012 and the business park infrastructure was constructed in 2014/15. The environmental improvements in the High Street were the final piece in the jigsaw to complement these other investments in Kinross, providing a sustainable town centre environment to help the High Street and the local businesses to thrive.

These vital improvements to the public realm in the town centre of Kinross were developed, designed and delivered with three key aims in mind: improving the environment to **enhance pedestrian safety**; creating an attractive High Street to encourage shoppers to **support local businesses**; and creating a shared space to facilitate **local community events**.

The project was delivered by a multi-disciplinary team from various professionals internal and external to the Council. In order to ensure good project governance, we appointed a Project Board alongside a Project Manager. The project team was made up of representatives from Roads Infrastructure, City Development, Community Greenspace, Traffic and Network and Property teams. Through an enhanced relationship with Dundee City Council, the opportunity to utilise capacity within the Council's engineering department assisted with the efficient procurement of this project.

We also worked closely with the Street Lighting Partnership and Rainton Construction Ltd, who carried out the construction works. The project proved to be a very good example of project management, inter-team working and partnership working with another local authority.



*Top: Kinross High Street - Before*

*Below: Kinross High Street - After*

## LDP Policies and Supplementary Guidance

We continue to prepare Supplementary Guidance to support the LDP policy framework and the outcome-focussed strategic objectives of the Council and its Community Planning Partners. [Landscape Supplementary Guidance](#) was adopted in June 2015 and became statutory supplementary guidance to the [Adopted Local Development Plan](#). The SG has been produced to include the review and update of Local Landscape Designations in Perth and Kinross into the Council's planning policy framework. It also provides further advice on the implementation of Local Development Policy 'ER6: Managing Future Landscape Change to Conserve and Enhance the Diversity and Quality of the Area's Landscapes' within the 11 Special Landscape Areas, and will help to bring forward land management initiatives to protect and enhance these areas.

As part of the policy review undertaken to inform the [Main Issues Report](#) for [LDP2](#), the effectiveness of the existing Supplementary Guidance was considered and the findings of this have informed a [revised programme for the preparation of Supplementary Guidance](#) approved by the Enterprise & Infrastructure Committee in January 2016. The review highlighted which pieces of guidance have been operating well and should remain unchanged, those pieces of guidance which are to be dropped or amended due to policy changes, and areas where new guidance is required. Continued implementation of the programme of Supplementary Guidance will ensure a robust policy framework is in place to deliver high-quality development and protection of the areas valuable assets. In line with the recommendation from the Chief Planner, we are reducing the number of Supplementary Guidance.

Perth & Kinross Council had three pieces of Supplementary Guidance on Developer Contributions, Transport Infrastructure and Affordable Housing. Overall each of the individual adopted areas of Supplementary Guidance worked well however a review

identified a number of changes which have been made to support the further sustainable development while securing appropriate mitigation. All three pieces of Supplementary Guidance have now been condensed into [one document](#), acting as a one-stop-shop, and the revised document is over 30 pages shorter, clearer and more user friendly.

*See Case Study 2 for further information.*

## Validation

We continue to encourage applicants and agents to submit a satisfactory initial planning application by promoting our pre-application service and our [specific guidance](#) on making a valid application.

## High-Quality Design

We also promote a high standard of design quality during pre-application discussions, and, if necessary, during the application process. Examples of where we have pro-actively sought to influence the quality of development on the ground are listed below:

- [Muirton](#) - *Following pre-application discussions, the development of 203 houses forming part of a wider regeneration scheme at Muirton, Perth, has been designed carefully to meet both 'Designing Places' and the 'National Roads Development Guide'.*



*Artist Impression of Muirton*

It contains a number of areas of functional open space and a play area at key locations within the site. The entrance into the site from Dunkeld Road is of high-quality contemporary design and the finishing materials used throughout will



Site Layout of Muirton

provide a very modern look and feel to the area.

- **Cherrybank Gardens** - The approved development of a greenfield site between Cherrybank and Broxden in Perth utilises the existing landscape features and topography to shape the layout of the site. Following discussions between the applicant and the planning authority, the development follows the framework and guidance laid down in the previously approved masterplan.



Consequently, the site layout has sensitively taken account of existing field boundaries, planting, watercourses and natural features and includes reasonably generous open space. In doing so the development takes account of the site's importance as a gateway into the City of Perth.

- **Single House in Glenfarg** - This is an example of a householder application which was resubmitted and approved following an earlier refusal and subsequent discussions with the applicant about making significant improvements to the original design:





(continued)

Developments of 20+ residential units or non-residential developments will have the contribution requirement assessed individually. Discussions with applicants have provided a positive response with a view that it will help with the delivery of new development in the City Centre.

### Primary Education

Through a review of the costs associated with the construction of primary school infrastructure the contribution level has been increased to £6,460. This is the first increase since 2011. In addition to the cost review further work has been carried out to align the future school estate requirements with the adopted Local Development Plan. This review has identified a number of primary school catchments which are under pressure, and as a result, contributions will only be required from school catchments that are currently operating at over 80%, but projected to be operating at over 100% in the future. This ensures that contributions are only sought where mitigation is required.

### Transport Infrastructure

To support the economic development of Perth and encourage the delivery of new employment uses the application of the Transport Infrastructure contributions to new employment uses on brownfield land will be exempt from the contribution requirement. All other employment proposal will be determined individually.

### Affordable Housing

To enable the delivery of affordable housing within new developments a revision of the affordable housing tenures has been undertaken. The revised tenures now include a Council-run Shared Equity option. The mortgage affordability figures were also reviewed and updated. Each of these changes provides additional options to support the delivery of affordable housing on the ground.

## Quality of Service and Engagement

### Service Provision

Planning staff are available from 9.00 am until 5.00 pm Monday to Friday with a duty officer available to give planning advice, without an appointment. In addition, the planning service is always available through our website which provides:

- advice on [what requires planning permission](#) ;
- information on the [submission of planning applications](#) ;
- a facility to submit and [view applications](#) (through [ePlanning.scot](#) and [PublicAccess](#));
- advice on and a means of [making representations](#) about [planning applications](#);
- the ability to view the [Local Development Plan](#) and [Supplementary Guidance](#); and
- a facility to view [Enforcement Notices](#) .

Development Management has a dedicated case officer to deal with applications identified as being a priority in terms of assisting the development of businesses and being important to the local economy.

### Clear and Proportionate Advice

We promote our pre-application service to prospective applicants on our website and an increasing number of customers who are intending to carry out householder developments make use of our popular '[permitted development](#)' [questionnaires](#) . The advice on the website includes a [guidance note](#) which assists applicants in seeking pre-application advice from the Council and sets out the form and extent of the advice which will normally be provided. As a part of any pre-application advice in respect of relevant developments, the potential requirement for developer



contributions is always highlighted. There is also comprehensive [advice](#) on the Council's website as regards what a developer needs to consider before submitting an application.

There is a dedicated [webpage](#) providing pre-application guidance on [major developments](#) and those involving [Environmental Impact Assessment \(EIA\)](#). There is also a form available on the same webpage to request a pre-application meeting with officers in respect of a major development.

The use of case conferences, when a Proposal of Application Notice (PAN) has been submitted for a major planning application, has ensured the applicant is aware of consultee issues and requirements at a very early stage in the process. The availability and promotion of [processing agreements](#) also gives prospective applicants the opportunity of obtaining clarity about timescales and the extent of supporting information which is expected from them.

*"I wanted to write to thank you for all your help and advice on our existing project, Ashintully Castle - it's so exciting for us to be able to work on a project like this. We would not be able to rescue these buildings without the help and support of yourself and colleagues – so thank you!"*

The Building Workshop, February 2016

## Online Twitter Surgeries

With dedication to improving our social media presence, we introduced online Twitter surgeries for the Main Issues Report consultation. This allowed increased access to the consultation and further opportunities to engage with the Main Issues Report, and planning within Perth and Kinross in general. We held two surgeries, one at the start of the consultation and one towards the end, each lasting for 3 hours, from 4.00 pm - 7.00 pm. While initial participation was limited, we will continue to offer this service with the aim of engaging more young people and offering a flexible way for stakeholders and communities to engage with us.

## Perth West Charrette and Masterplan Framework

As a large section of unallocated white land in the LDP, [Perth West](#) is a unique site with a complex history. A Steering Group was created to aid delivery and ensure effective community engagement. The group secured funding from the Scottish Government to hold a charrette and design workshop throughout March and April 2015. A masterplan framework was developed as a result of this engagement to help clarify the future opportunities for the whole area.

*See Case Study 3 for further information.*

## Engaging with Elected Members

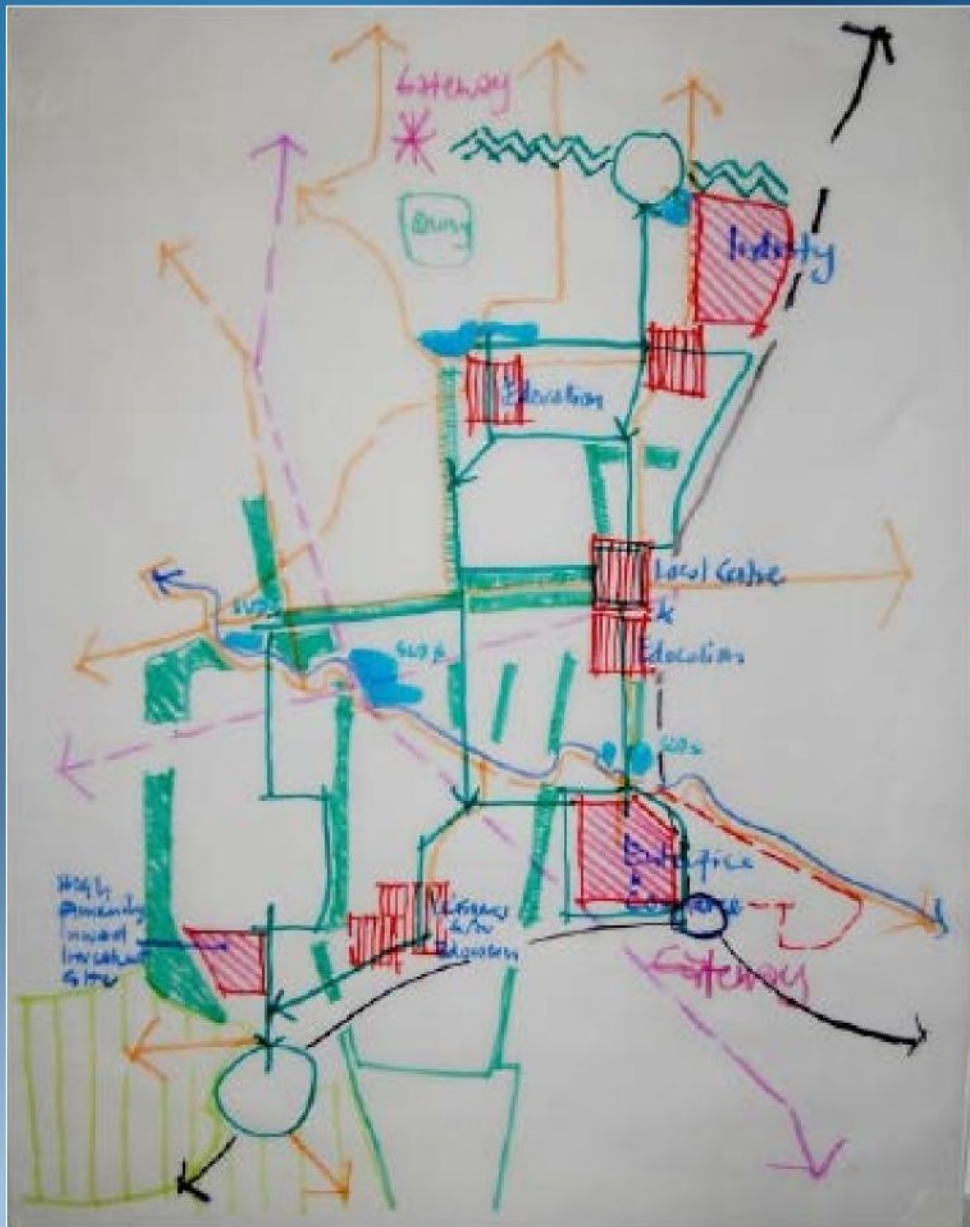
Workshops were held with Elected Members in November 2015 to discuss the proposed content of the Main Issues Report. This followed on from sessions held in June 2015 informing them of the comments received to the Pre-MIR Call for Sites and Issues consultation. In addition to the workshops, Elected Member briefings were also undertaken prior to the Main Issues Report being considered by Council in December 2015.

## Main Issues Report Engagement

Our Main Issues Report was published in December 2015 and the consultation period ran until 16 March 2016. Due to previous comments on our mapping techniques, we decided to use the MIR consultation period to also gauge some thoughts on the type of mapping stakeholders and communities as a whole would like to see feature in the Proposed Plan, and subsequently our second Local Development Plan.

*See Case Study 4 for further information.*







## Planning Users Forum

We continue to run our [Planning Users Forum](#) to communicate with a wide range of our customers to ensure we are providing a quality planning service for our customers. The Planning Users Forum meets twice a year and aims to focus on a range of planning issues which are of interest to our customers. The Forum, whose attendees include developers, agents and community councillors, brings forward and considers proposed improvements to the Planning Service.

## Community Council Training Workshops

Due to the success of the events held during the past two years, the Community Council Training Workshops have now become a regular annual occurrence. These events allow planning officers and community councillors to advise and update on planning processes, procedures performance and improvements. In addition to question and answer sessions, there are also practical exercises, such as clarifying material considerations and focusing on community interests. Specific advice for Community Councils is always available on our online [Community Council planning portal](#).

## Governance

### Development Management Performance

There has been an improvement in the average time taken to determine both major and local applications (both householder and non-householder). The average time taken to determine applications which are subject to a planning obligation has also improved during 2015/16.

Our scheme of delegation remains effective with the percentage of delegated decisions rising from 96.0% in 2014/15 to 96.9% in 2015/16. Both the [Development Management Committee](#) and the [Local Review Body](#) meet once a month which helps to

minimise delays in determining applications and reviews referred to them.

In 2015/16 five applications were determined by the Development Management Committee contrary to the case officer's recommendation (representing 9.3% of the 54 applications decided by the committee). In 2014/15 the corresponding figures were 10 and 13.3%. Given that only 3.1% of all applications were decided by committee last year, this represents a very small proportion of the total applications determined. There is no readily identifiable reason for the smaller proportion of overturned recommendations last year.

### Local Review Body

During 2014/15 the Local Review Body (LRB) upheld 67.9% of the 53 decisions originally taken by planning officials which was a slight decrease on the previous year's figure of 69%. The average time taken to determine reviews increased from 18.5 to 19.9 weeks. A Senior Planner continues to attend all LRB meetings and prepares a feedback summary note of the decisions that were taken and any specific issues which arose from that. This note is circulated to all relevant officers and, where appropriate, discussed at a team meeting. This provides a useful understanding of areas where a review of policy or procedure needs to be addressed and in turn assists in a more responsive approach to dealing with planning applications.

### Collaborative Working

All major development proposals involve collaborative working across various departments within the Council and with key stakeholders. Case conferences continue to be used for such proposals and have proven to be beneficial for all involved. Examples of developments where case conferences have been successfully used include:

- ['T in the Park' Music Festival](#) at *Strathallan Castle Estate, Strathallan, Perthshire - establishment of new site*;

- 300 houses and associated works at [Lathro Farm, Kinross](#) ;
- improvements to roads infrastructure at [A9/A85 Junction, Perth](#)

## Managing Development Management

We have effective structures in place to support efficient decision making and this is supported by flexible approaches to the workforce, enabling us to respond to priorities. This is achieved by regularly monitoring and reviewing the workload of each team through weekly meetings and allocating new applications to the team which has spare capacity. This may mean that in practice some major applications will be dealt with by a suitably experienced member of the local applications team and some, usually more complex, local applications may be dealt with by the major applications team. A similar arrangement exists between the (local) non-householder and householder teams.

## Procuring Services and Spending Effectively

Managers are responsible for ongoing budget monitoring to ensure that we are efficient and effective in procuring services and in spending. Monthly meetings with the Finance Team ensure budgets are on target. The Council uses the 'PECOS' system for procurement and purchasing.

## Culture of Continuous Improvement

### Staff Development

The Council believes that maintaining a culture of continuous improvement requires a highly trained and motivated staff resource. The Council maintains a strong commitment to staff training with the annual training budget having been protected during a time of budget cuts.

We have a strong commitment to staff development comprising of the Employee Review and Development appraisals, an annual target of five days staff development per officer and bespoke monthly training workshops.

Full staff workshops are held annually which focus on service priorities, culture and continuous improvement - led by the Head of Service. Service and Team Plans are developed with staff involvement and these set out clear priorities. The 2015 workshop focused on communication and collaboration between all teams within the service and was delivered by a local company, [Blue Sky Experiences](#) .

### Recognition Awards

Perth & Kinross Council run Securing the Future Awards annually where employee recognition is celebrated as a key element in the approach to achieving excellence through people. Planning & Development had 2 projects shortlisted for 2015/16: 'Repairing Our Historic Tenements' and 'Kinross High Street Regeneration' (as discussed in Case Study 1).

### Sharing Best Practice

The Council encourages staff to play an active role in inter authority groups such as the Scottish Cities Alliance and Heads of Planning Scotland, both of which provide a platform for sharing best practice. In addition the Council hosted a learning session with Fife Council to discuss our approach to the delivery of strategic sites. An outcome from this session was a commitment to the creation of a Team Leader post to co-ordinate not just the Development Management of Major Applications but also their subsequent delivery.

We are also in SOLACE Group 2 Benchmarking which is co-ordinated by Heads of Planning Scotland and the Improvement Service.

## Transformation Strategies

In 2015 the Council committed £9.159M towards its Transformation Strategy. Bids were, and continue to be, sought from staff or groups of staff to deliver transformational change which will equip the Council to deliver quality services in new and more efficient ways to meet the challenges ahead. The planning service has attracted support through this programme to review the Development Management Validation Process and work is underway on this project.

Not all change requires funding and to support the Transformation agenda a virtual Centre for Innovation and Improvement, which was launched, branded, '*Learn, Innovate, Grow*', the Centre's focus to date has been about placing innovation and improvement at the heart of everyday business. Almost everything which is offered on the programme capitalises on willingness of staff to share their expertise and time, for the benefit of colleagues. The programme is predominantly delivered by Council staff for Council staff. This creates opportunities which go beyond attendance at a learning event - such as networking, sharing of good practice and identifying potential for collaborative working, both within the Council and beyond. Our focus on learning will be extended via a newly formed Leadership and Learning Network within the Council. This brings together key individuals who are involved in supporting learning in the various service and professional areas across the Council. The aim is to maximise available resources and expertise, as well as ensure a collective and joined up focus on all matters related to learning and development. Staff are encouraged to utilise this support and many have also actively participated supporting staff in other services by sharing our experience and good practice.







# Supporting Evidence

Part 2 of this report was compiled, drawing on evidence from the following sources:

## Perth & Kinross Council

- Community Plan/SOA 2013-2023
- Communication and Consultation Toolkits
- Complaints Policy
- State of the Environment Report
- Integrated Appraisal Toolkit
- Council Website
- Local Review Body
- Customer Service Charter

## The Environment Service

- The Environment Service Business Management & Improvement Plan

## Planning & Regeneration

- Perth City Plan
- Strategic Development Plan
- Planning User Forum
- Invest In Perth
- City Investment Plan
- Planning Performance Framework
- Community Council Portal

## Development Plan

- Enterprise and Infrastructure Committee
- Consultation and Engagement Events
- Developer Contributions
- Affordable Housing
- Local Development Plan Scheme
- Adopted Local Development Plan
- Supplementary Guidance
- Local Development Plan 2
- Development Briefs
- Background Information and Studies
- Community Council Portal
- Perth West Charrette and Masterplan

## Development Management

- Development Management Committee
- Guide to the Use of Processing Agreements
- Planning Processing Agreement Template
- Scheme of Delegation
- Planning Application Checklist
- What Needs Permission?
- Planning Enforcement Charter
- Internal Audit Report



## Service Improvements 2016-2017

In the coming year we will:

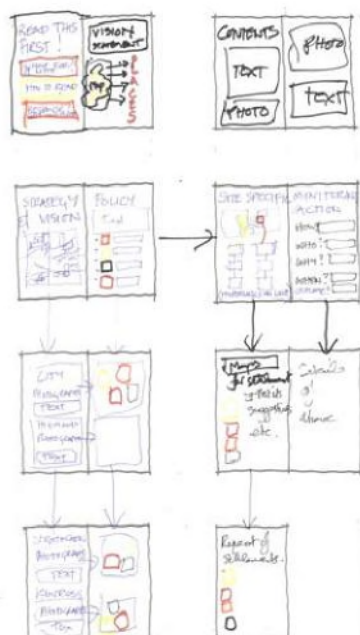

- **Customer Service Excellence**  
*Building Standards are progressing with this and both the Development Management team and the Strategy and Policy team will work towards this, with the target of achieving CSE during the PPF7 reporting period (2017-2018).*
- **Undertake a Review of Conservation Areas**  
*This will be continued on from the previous year.*
- **Better Project Management of the Major Applications Team**  
*Improve timescales and management of applications whilst enhancing relationships with applicants, agents and developers.*
- **Quality of Developments**  
*Take a more proactive approach to achieving high-quality development through the preparation of Placemaking Supplementary Guidance and Development Briefs for sites allocated in the LDP.*
- **Rationalise Web Pages and Review Content**  
*As part of a Transformation Project, the Council website will be redesigned around the customer to ensure the best user experience possible to encourage customers to choose digital first. The Planning & Development webpages are amongst the most popular on the corporate website, so will be rationalised and their content reviewed. Content should put the customer first, be designed to be easily viewed using a smartphone/tablet and be easily understood.*



## Delivery of Our Service Improvement Actions in 2015-2016

| Committed Improvements and Actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Complete? |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <p><b>Undertake a review of Conservation Areas</b></p> <p>An initial review of the 4 key larger <a href="#">conservation areas</a> (CAs) was undertaken as an internal process within the Planning and Development Service. Following this, it was established that:</p> <ul style="list-style-type: none"> <li>• <i>the larger CAs have several pockets of development within them which are of a lesser quality to the remainder of the area and there is concern that this is perceived as a dilution of the overall quality;</i></li> <li>• <i>the smaller CAs generally have their boundaries drawn more tightly around key character areas where there is little presence of lesser quality;</i></li> <li>• <i>since the designation of the larger CAs there has been little progress on the ground in respect of lifting the standard of those parts of lesser quality;</i></li> <li>• <i>it is not envisaged that the quality of the lesser areas are likely to significantly improve in the foreseeable future;</i></li> <li>• <i>the presence of areas of lesser quality result in difficulties of applying a higher standard of development quality to other properties;</i></li> <li>• <i>normal domestic permitted development rights are removed within all CAs which puts an added burden on those properties within the lesser areas and may actually dissuade owners from undertaking improvements, if a higher more costly solution is required.</i></li> </ul> | Yes       |

(continued)

| Committed Improvements and Actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Complete? |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <p><i>(continued)</i></p> <p>Discussions were subsequently held with Perth and Kinross Heritage Trust and following this it has been decided to progress the project in an initial phase for Perth City in combination with a Conservation Area Regeneration Scheme bid, targeting specific areas within the conservation area for built heritage enhancement. The Council is currently intending to appoint consultants to take forward this project.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |
| <p><b>Undertake a review of Buildings at Risk</b></p> <p>The critical prerequisite for this project was a meeting with the BARR section of Historic Environment Scotland was critical. Initially this was difficult to arrange but following the HES establishment becoming fully operational this is now being progressed through a meeting between respective officers. It is anticipated that this will allow a more pragmatic and realistic approach to be able to be taken to addressing the list.</p>                                                                                                                                                                                                                                                                                                                                                                                                                          | Ongoing   |
| <p><b>Improve the visualisations and inclusion of more graphics in the LDP, specifically in the Main Issues Report</b></p> <p>As identified in Case Study 4, we held a workshop to examine different styles of presenting maps and statistical data from a number of other recent Development Plans, both from the UK and internationally. One of the aims was to find a way to communicate spatial options in an easily understood visual style.</p> <p>The intention had been to incorporate different styles of graphics and mapping within the Main Issues Report itself, however, from the workshop it was determined that this may be confusing to people when trying to compare options, and therefore we undertook to use the Main Issues Report and drop-in sessions to experiment with different styles of mapping and to gauge views of users of the document on what worked best for them.</p> <p><i>(continued)</i></p> | Ongoing   |

| Committed Improvements and Actions                                                                                                                                                                                                                                                                                        | Complete? |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <p><i>(continued)</i></p> <p>The outcome of this, together with the workshop feedback, will inform the mapping and graphics for the Proposed Plan.</p> <p><i>Example storyboard from Workshop: What should a Plan look like?</i></p>  |           |
| <p><i>Interaction at Workshop</i></p>                                                                                                                                                                                                |           |

| Committed Improvements and Actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Complete?             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <p><b>Increase our social media presence and communication materials in order to improve stakeholder engagement and establish a better dialogue with young people</b></p> <p>We have enhanced our activity on Twitter (@PKCplanning), particularly through the MIR consultation period holding regular Twitter surgeries and encouraging dialogue through the means of social media.</p>  <p>We have consulted on the mapping used throughout our land use planning documents during the MIR consultation period and the outcome of this will be incorporated within the Proposed Plan and Local Development Plan.</p> <p>Through the <b>TAYplan Youth Camp</b> we established a better dialogue with young people. We conducted two visits to schools within Perth and Kinross in early 2016 and highlighted the role of planning and routes into the planning profession. We then held a one day workshop with school pupils from schools across the TAYplan region, including 7 pupils from Perth and Kinross, to develop their understanding of the planning process.</p>  | <p><i>Ongoing</i></p> |

| Committed Improvements and Actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Complete?             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <p><b>Evaluation of Development Management Procedures</b></p> <p>All of our procedures were reviewed and updated during 2015/16.</p> <p>Our procedures and processes were also the subject of a routine internal audit during February 2016. The Audit <b>report</b> concluded that Development Management had “<i>moderately strong</i>” controls in place for monitoring and reporting the planning application process, although some improvement actions were identified. Most of these were carried out by the end of March 2016.</p>      | <p>Yes</p>            |
| <p><b>Working towards achieving Customer Service Excellence Award</b></p> <p>Building Standards have had a pre-assessment meeting which highlighted some issues that need to be addressed before the formal assessment took place. These have now been resolved and the team are awaiting the formal assessment procedure to be carried out.</p> <p>Once Building Standards have been successful, this will be rolled out to Development Management and the Strategy and Policy Team, (which incorporates the Local Development Plan Team).</p> | <p><i>Ongoing</i></p> |



## A: Decision-Making Timescales

(based on 'all applications' timescales)

| Category                                                                    | Total Number of Decisions 2015-2016 | Average Timescale (weeks) |           |
|-----------------------------------------------------------------------------|-------------------------------------|---------------------------|-----------|
|                                                                             |                                     | 2015-2016                 | 2014-2015 |
| Major Developments                                                          | 8                                   | 23.7                      | 42.2      |
| Local Developments (non-householder)                                        | 864                                 | 11.3                      | 11.8      |
| <ul style="list-style-type: none"> <li>Local: less than 2 months</li> </ul> | 618 (71.5%)                         | 6.8                       | 6.9       |
| <ul style="list-style-type: none"> <li>Local: more than 2 months</li> </ul> | 246 (28.5%)                         | 22.6                      | 19.1      |
| Householder Developments                                                    | 546                                 | 6.3                       | 6.8       |
| <ul style="list-style-type: none"> <li>Local: less than 2 months</li> </ul> | 533 (97.6%)                         | 6.2                       | 6.4       |
| <ul style="list-style-type: none"> <li>Local: more than 2 months</li> </ul> | 13 (2.4%)                           | 10.7                      | 10.9      |
| Major Housing Developments                                                  | 3                                   | 33.0                      | 40.3      |
| Local Housing Developments                                                  | 447                                 | 14.0                      | 12.7      |
| <ul style="list-style-type: none"> <li>Local: less than 2 months</li> </ul> | 289 (64.4%)                         | 6.9                       | 7.1       |
| <ul style="list-style-type: none"> <li>Local: more than 2 months</li> </ul> | 159 (35.6%)                         | 26.8                      | 19.3      |

| Category                                                                    | Total Number of Decisions 2015-2016 | Average Timescale (weeks) |           |
|-----------------------------------------------------------------------------|-------------------------------------|---------------------------|-----------|
|                                                                             |                                     | 2015-2016                 | 2014-2015 |
| Major Business and Industry                                                 | 0                                   | n/a                       | 48.1      |
| Local Business and Industry                                                 | 201                                 | 7.8                       | 9.8       |
| <ul style="list-style-type: none"> <li>Local: less than 2 months</li> </ul> | 165 (82.1%)                         | 6.7                       | 6.7       |
| <ul style="list-style-type: none"> <li>Local: more than 2 months</li> </ul> | 36 (17.9%)                          | 13.2                      | 16.5      |
| EIA Developments                                                            | 5                                   | 11.8                      | 23.8      |
| Other Consents*                                                             | 291                                 | 6.9                       | 7.6       |
| Planning/Legal Agreements**                                                 | 43                                  | 28.7                      | 53.2      |
| <ul style="list-style-type: none"> <li>Major: average time</li> </ul>       | 2                                   | 50.3                      | 50.2      |
| <ul style="list-style-type: none"> <li>Local: average time</li> </ul>       | 41                                  | 27.6                      | 54.6      |
| Local Reviews                                                               | 53                                  | 19.9                      | 18.5      |

\* Consents and certificates: Listed buildings and Conservation area consents, Control of Advertisement consents, Hazardous Substances consents, Established Use Certificates, certificates of lawfulness of existing use or development, notification on overhead electricity lines, notifications and directions under GPDO Parts 6 & 7 relating to agricultural and forestry development and applications for prior approval by Coal Authority or licensed operator under classes 60 & 62 of the GPDO.

\*\* Legal obligations associated with a planning permission; concluded under section 75 of the Town and Country Planning (Scotland) Act 1997 or section 69 of the Local Government (Scotland) Act 1973.

## B: Decision-Making: Local Reviews and Appeals

| Type | Original Decision Upheld |           | Total Number of Decisions |    |
|------|--------------------------|-----------|---------------------------|----|
|      | 2015-2016                | 2014-2015 | NO.                       | %  |
|      | 53                       | 36        | 67.9                      | 29 |
|      | 14                       | 9         | 64.3                      | 9  |

## C: Enforcement Activity

|                              | 2015-2016 | 2014-2015 |
|------------------------------|-----------|-----------|
| Cases Taken Up               | 296       | 361       |
| Breaches Identified          | 209       | 267       |
| Cases Resolved               | 167       | 212       |
| Notices Served***            | 23        | 37        |
| Reports to Procurator Fiscal | 0         | 0         |
| Prosecutions                 | 0         | 0         |

\*\*\* Enforcement notices; breach of condition notices; planning contravention notices; stop notices; temporary stop notices; fixed penalty notices, and Section 33 notices.

## D: Context

### Decision-Making Timescales

Major applications performance improved significantly again last year from an average of 42.2 weeks to 23.7 weeks. Project planning and better monitoring of cases has once again helped, together with the improved management of the planning obligation process. Local Development (non-householder) applications also took less time to determine on average (down by 0.5 weeks to 11.3) compared to 2014/15. This improvement was in part achieved for reasons which are similar to the major applications as outlined above. Over the same period there was also a big improvement in the percentage of (non-householder) local applications being determined within 2 months (71.5% compared to 59.5% in the previous year). Local housing applications took longer than the non-householder average to determine, whereas the business and industry proposals took less time. This in part reflects the complexity of some housing applications, particularly those which just fall under the 'major' threshold, and the fact we deal with certain business applications as a priority.

Tighter timescales for dealing with all applications involving planning obligations were introduced in 2013 and further improvements in performance were consequently achieved in subsequent years. Last year, the average number of weeks for these applications improved significantly from 53.2 to 27.6. The improvement was however confined to the local applications with the major figure remaining static at just over 50 weeks. The 5 EIA developments determined last year also saw a significant improvement from 23.8 to 11.8 weeks.

During 2015/16 a further significant improvement to the average time taken to determine 'other consents' was achieved with the relevant figure dropping from 7.6 in



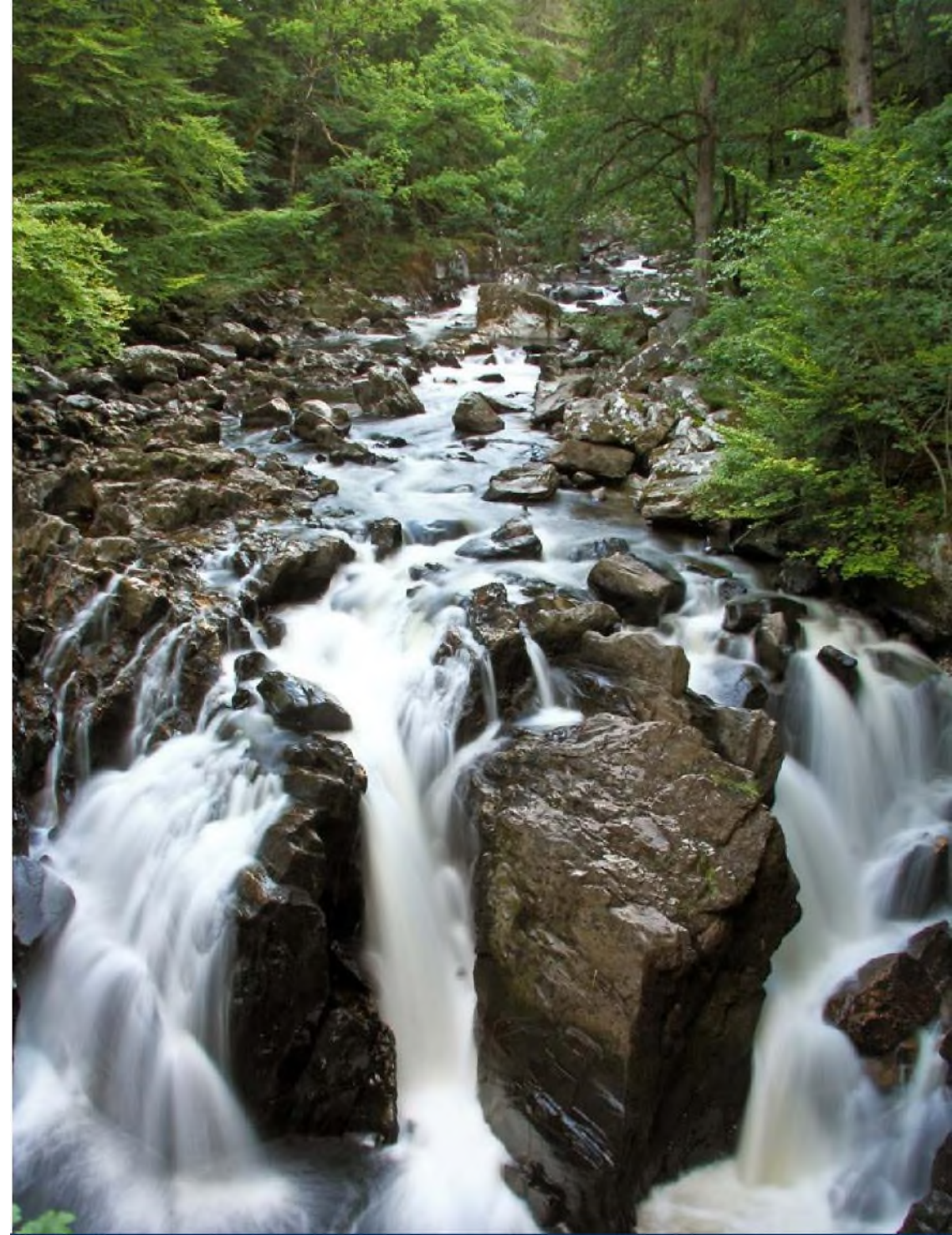
2014/15 to 6.9 weeks. In 2013/14 the relevant figure stood at 9.2 which demonstrates a continuing improvement within this application category.

### Local Reviews and Appeals

During 2015/16 the [Local Review Body \(LRB\)](#) upheld 67.9% of the 53 decisions originally taken by planning officials which was a slight decrease on the previous year's figure of 69%. The percentage of original decisions upheld on appeal to the Scottish Ministers rose notably from 52.9% in 2014/15 to 64.3%.

### Enforcement

[Enforcement](#) activity was quieter during 2015/16 than in the previous year, with a decrease in cases being both reported and resolved. The number of [formal notices](#) served also dropped, from 37 to 23. Although the number of cases resolved has dropped, the percentage of the breaches identified that have been resolved has increased from 79.4 to 79.9%. We continually aim to reduce breaches of planning control through giving our enforcement work a high profile, particularly with regard to monitoring compliance with planning consents.





## Workforce and Financial Information

The information requested in this section is an integral part of providing the context for the information in parts 1-5. Staffing information should be a snapshot of the position on 31 March 2016. Financial information should relate to the full financial year.

|                          | Tier 1 | Tier 2 | Tier 3 | Tier 4 |
|--------------------------|--------|--------|--------|--------|
| Head of Planning Service | 0      | 0      | 1      | 0      |

Note: Tier 1 = Chief Executive; Tier 2 = Directors; Tier 3 = Heads of Service; Tier 4 = Managers

|                             |           | DM | DP | Enforcement |
|-----------------------------|-----------|----|----|-------------|
| Managers                    | No. Posts | 1  | 1  | 0           |
|                             | vacant    | 0  | 0  | 0           |
| Main Grade Posts            | No. Posts | 17 | 15 | 3           |
|                             | vacant    | 0  | 0  | 0           |
| Technician                  | No. Posts | 4  | 3  | 0           |
|                             | vacant    | 0  | 1  | 0           |
| Office Support/<br>Clerical | No. Posts | 6  | 0  | 0           |
|                             | vacant    | 0  | 0  | 0           |
| Total                       |           | 28 | 20 | 3           |

Note: Managers are those staff responsible for the operational management of a team/division. They are not necessarily line managers.

| Staff Age Profile | Number |
|-------------------|--------|
| Under 30          | 8      |
| 30-39             | 17     |
| 40-49             | 16     |
| 50 and over       | 11     |

| Committee & Site Visits*         | Number per Year |
|----------------------------------|-----------------|
| Full Council Meetings            | 8               |
| Planning Committees              | 17              |
| Area Committees (where relevant) | Not relevant    |
| Committee Site Visits            | 2               |
| LRB**                            | 12              |
| LRB Site Visits                  | 16              |

Notes:

\* References to committees also include National Park Authority Boards. Number of site visits is those cases where visits were carried out by committees/boards.

\*\* This relates to the number of meetings of the LRB. The number of applications going to LRB is reported elsewhere.

|                        | Total Costs       |                   |                   |                   |
|------------------------|-------------------|-------------------|-------------------|-------------------|
|                        | Budget            | Direct*           | Indirect**        | Income***         |
| Development Management | £1,578,615        | £1,008,963        | £569,652          | £1,543,643        |
| Development Planning   | £1,764,919        | £767,119          | £704,766          | £86,314           |
| Enforcement            | £165,396          | £110,058          | £55,338           | £0                |
| <b>Total</b>           | <b>£3,508,929</b> | <b>£1,886,140</b> | <b>£1,329,756</b> | <b>£1,629,957</b> |

Notes:

\* *Direct staff costs covers gross par (including overtime, national insurance and superannuation contribution). The appropriate proportion of the direct cost of any staff member within the planning authority spending 30% or more of their time on planning should be included in costs, irrespective of what department they are allocated to (for example, legal advice, administration, typing). Exclude staff spending less than 30% of their time on planning.*

\*\* *Indirect costs include all other costs attributable to the planning service. Examples (not exhaustive) include accommodation, IT, stationery, office equipment, telephone charges, printing, advertising, travel & subsistence, apportionment of support service costs.*

\*\*\* *Include fees from planning applications and deemed applications, and recharges for advertising costs etc. Exclude income from property and planning searches.*





| Performance Marker           | Evidence Provided in PPF Section                                                                                                                                      | Page                      |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Driving Improved Performance |                                                                                                                                                                       |                           |
| 1 Decision-Making            | <ul style="list-style-type: none"> <li>NHIs</li> <li>Official Statistics</li> </ul>                                                                                   | 4<br>27                   |
| 2 Project Management         | <ul style="list-style-type: none"> <li>NHIs</li> <li>Weekly Review Meetings</li> <li>Managing Development Management</li> </ul>                                       | 4<br>8<br>18              |
| 3 Early Collaboration        | <ul style="list-style-type: none"> <li>NHIs</li> <li>Service Provision</li> <li>Clear and Proportionate Advice</li> <li>Case Study 3</li> <li>Case Study 4</li> </ul> | 4<br>12<br>12<br>14<br>16 |
| 4 Legal Agreements           | <ul style="list-style-type: none"> <li>Official Statistics</li> <li>Legacy Cases</li> <li>Decision-Making Timescales</li> </ul>                                       | 27<br>6<br>6              |
| 5 Enforcement Charter        | <ul style="list-style-type: none"> <li>NHIs</li> </ul>                                                                                                                | 4                         |
| 6 Continuous Improvement     | <ul style="list-style-type: none"> <li>Development Management Performance</li> <li>Culture of Continuous Improvement</li> </ul>                                       | 17<br>18                  |

| Performance Marker                                       | Evidence Provided in PPF Section                                                                                                      | Page           |
|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Promoting the Plan-Led System                            |                                                                                                                                       |                |
| 7 LDP                                                    | <ul style="list-style-type: none"> <li>NHIs</li> <li>LDP Policies and Supplementary Guidance</li> <li>Case Study 4</li> </ul>         | 4<br>9<br>16   |
| 8 Development Plan Scheme                                | <ul style="list-style-type: none"> <li>NHIs</li> <li>Case Study 4</li> </ul>                                                          | 4<br>16        |
| 9 Elected Members Engaged Early                          | <ul style="list-style-type: none"> <li>Engaging with Elected Members</li> <li>Case Study 4</li> </ul>                                 | 13<br>16       |
| 10 Stakeholders Engaged Early                            | <ul style="list-style-type: none"> <li>Case Study 3</li> <li>Case Study 4</li> <li>Planning Users Forum</li> </ul>                    | 14<br>16<br>17 |
| 11 Production of Regular and Proportionate Policy Advice | <ul style="list-style-type: none"> <li>LDP Policies and Supplementary Guidance</li> <li>Case Study 2</li> <li>Case Study 3</li> </ul> | 9<br>11<br>14  |
| Simplifying and Streamlining                             |                                                                                                                                       |                |
| 12 Corporate Working Across Services                     | <ul style="list-style-type: none"> <li>Planning Users Forum</li> <li>Collaborative Working</li> <li>Weekly Review Meetings</li> </ul> | 17<br>17<br>8  |

Minister for Local Government and Housing  
Kevin Stewart MSP



T: 0300 244 4000  
E: scottish.ministers@gov.scot

Ms Bernadette Malone  
Chief Executive  
Perth and Kinross Council

25 November 2016

Dear Ms Malone

## **PLANNING PERFORMANCE FRAMEWORK 2015-16**

Thank you for submitting your authority's annual Planning Performance Framework (PPF) report covering the period April 2015 to March 2016. Please find enclosed your feedback report, which is based on the evidence provided within your PPF.

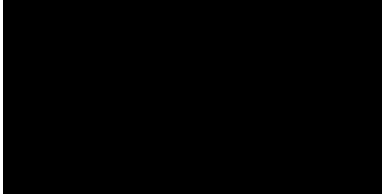
I am very pleased that the quality of PPF reporting has again improved with many authorities setting out a very clear story of how the service is operating and detailing their priority actions for improvement. There have been general improvements across most of the categories however, there still remains high levels of inconsistency in planning authority decision making timescales across the country. This was also reflected through the recent publication of the statistics for the first quarter of 2016-17 which shows that certain authorities, and certain cases, are dragging the statistics down considerably. I asked officials to look into the reasons for delay in some of the lengthiest cases and will report on that to the High Level Group on Performance.

Planning performance improvement has come a long way in recent years and the PPF framework provides an excellent opportunity for authorities to set out the details behind their performance and showcase good practice and innovative ideas. I hope we can continue to work positively with authorities to improve monitoring processes and continue our collective commitment to improving services.

This is an exciting time for planning – the momentum of the independent planning review is continuing and we will be publishing a consultation outlining options for change in the winter, to inform the future Planning Bill. The consultation will cover a variety of options to enhance community involvement in planning; help deliver homes and infrastructure; simplify development planning and management processes; and focus on improving the service and reputation of planning. It is a challenging timetable but a fantastic opportunity to deliver real change.

Although there are some things that we need legislation to change, many of the panel's recommendations don't need legislation, they need a change in working practices, a recognition that planning creates the places where people work, live, learn and play. To achieve the outcomes we all want to see, authorities need to reposition planning to ensure that it sits at the very heart of the authority and has the resources available to it to make sure it provides the best service possible to developers, stakeholders and the authority in which it sits. To help achieve this we will shortly be launching a consultation on raising the planning fee maximum in an effort to move towards cost recovery. Following the planning bill we will consult further on potential reform of the fee regime.

I hope that you and your authority will actively participate as we progress, ensuring that we see real change throughout the planning community.



**KEVIN STEWART**

**CC: Nick Brian, Head of Planning**



## PERFORMANCE MARKERS REPORT 2015-16

Name of planning authority: **Perth and Kinross Council**

The High Level Group on Performance agreed a set of performance markers. We have assessed your report against those markers to give an indication of priority areas for improvement action. The high level group will monitor and evaluate how the key markers have been reported and the value which they have added.

The Red, Amber, Green ratings are based on the evidence provided within the PPF reports. Where no information or insufficient evidence has been provided, a 'red' marking has been allocated.

| No. | Performance Marker                                                                                                                                                                                                      | RAG rating | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | <b>Decision-making:</b> continuous reduction of average timescales for all development categories [Q1 - Q4]                                                                                                             | Green      | <p><b>Major applications</b></p> <p>You have substantially reduced your decision making timescales from 42.2 weeks to 23.7 weeks. You are quicker than the national average of 38.8 weeks.</p> <p>RAG = Green</p> <p><b>Local Non-Householder Applications</b></p> <p>At 11.3 weeks you have reduced your average decision making times from 11.8 weeks and remain better than the national average.</p> <p>RAG = Green</p> <p><b>Householder Applications</b></p> <p>At 6.3 weeks you have improved your timescales and remain quicker than the national average of 7.5 weeks.</p> <p>RAG = Green</p> <p><b>TOTAL RAG = Green</b></p> |
| 2   | <p><b>Processing agreements:</b></p> <ul style="list-style-type: none"> <li>offer to all prospective applicants for major development planning applications; and</li> <li>availability publicised on website</li> </ul> | Green      | <p>You offer processing agreements to all applicants for major and complex local developments. You entered into 6 processing agreements during the year and met the timescales set out in 5 of those.</p> <p><b>RAG = Green</b></p> <p>You have published a guidance note and processing agreement template on your website.</p> <p><b>RAG = Green</b></p>                                                                                                                                                                                                                                                                             |

|   |                                                                                                                                                                                                                                                                                             |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3 | <p><b>Early collaboration</b> with applicants and consultees</p> <ul style="list-style-type: none"> <li>• availability and promotion of pre-application discussions for all prospective applications; and</li> <li>• clear and proportionate requests for supporting information</li> </ul> | Green | <p>You promote your pre-application service to all prospective applicants. You have produced guidance on the extent and level of advice which the council will provide in response to enquiries. You have a dedicated webpage for major applications and those requiring EIA. The website also provides a form for applicants to request a pre-application meeting with officers.</p> <p>You hold case conferences for major applications to ensure that applicants are aware of consultee issues and their requirements at an early stage.</p> |
| 4 | <p><b>Legal agreements:</b> conclude (or reconsider) applications after resolving to grant permission</p> <ul style="list-style-type: none"> <li>• reducing number of live applications more than 6 months after resolution to grant (from last reporting period)</li> </ul>                | Green | Timescales for legal agreements are improving.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 5 | <p><b>Enforcement charter</b> updated / re-published within last 2 years</p>                                                                                                                                                                                                                | Green | Your Enforcement Charter is 17 months old and is currently under review.                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 6 | <p><b>Continuous improvement:</b></p> <ul style="list-style-type: none"> <li>• progress/improvement in relation to PPF National Headline Indicators; and</li> <li>• progress ambitious and relevant service improvement commitments identified through PPF report</li> </ul>                | Green | <p>Your LDP and enforcement charter are up to date, both processing agreements and pre-application advice have increased and timescales for both major and local applications are reducing.</p> <p><b>RAG = Green</b></p> <p>All service improvement commitments are complete or in progress and you have identified a good range of commitments to take forward this year.</p> <p><b>RAG = Green</b></p>                                                                                                                                       |
| 7 | <p><b>Local development plan</b> less than 5 years since adoption</p>                                                                                                                                                                                                                       | Green | Your LDP is just over 2 years old.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 8 | <p><b>Development plan scheme</b> – next LDP:</p> <ul style="list-style-type: none"> <li>• on course for adoption within 5 years of current plan(s) adoption; and</li> <li>• project planned and expected to be delivered to planned timescale</li> </ul>                                   | Green | <p>Your LDP is in line to be replaced within the required timescale.</p> <p><b>RAG = Green</b></p> <p>You have a project plan in place and there have been no changes to that.</p> <p><b>RAG = Green</b></p>                                                                                                                                                                                                                                                                                                                                    |
| 9 | <p><b>Elected members engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p>                                                                                                                                      | Green | You have set up workshops with elected members to feed into your MIR and provide updates on the progress of the plan.                                                                                                                                                                                                                                                                                                                                                                                                                           |

|    |                                                                                                                                                                                                                                       |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10 | <p><b>Cross sector stakeholders* engaged early</b> (pre-MIR) in development plan preparation – <i>if plan has been at pre-MIR stage during reporting year</i></p> <p><i>*including industry, agencies and Scottish Government</i></p> | Amber | You failed to set out clearly how you have engaged with key stakeholders on the preparation of your MIR. You have set out how the consultation process was refined to make it more engaging however the evidence was not specific enough for this marker.                                                                                                                                                                                                                                   |
| 11 | <p><b>Regular and proportionate policy advice</b> produced on information required to support applications.</p>                                                                                                                       | Green | You have produced a range of guidance to support applicants in submitting applications including a permitted development questionnaire and a pre-application advice note.                                                                                                                                                                                                                                                                                                                   |
| 12 | <p><b>Corporate working across services</b> to improve outputs and services for customer benefit (for example: protocols; joined-up services; single contact arrangements; joint pre-application advice)</p>                          | Green | <p>The council has established a programme which encourages cross council sharing of good practice and skills.</p> <p>You also demonstrate the cross service working which has been carried out on a number of cases.</p>                                                                                                                                                                                                                                                                   |
| 13 | <p><b>Sharing good practice, skills and knowledge</b> between authorities</p>                                                                                                                                                         | Green | You have set out the variety of ways in which you share good practice with each other and other authorities through the Scottish Cities Alliance, HOPS and the learning event you hosted with Fife Council on the delivery of strategic sites. You also participate in benchmarking.                                                                                                                                                                                                        |
| 14 | <p><b>Stalled sites / legacy cases:</b> conclusion or withdrawal of old planning applications and reducing number of live applications more than one year old</p>                                                                     | Green | You have managed to clear a large number of legacy cases during the year. Cases are monitored and you have a protocol in place to ensure cases do not reach legacy status.                                                                                                                                                                                                                                                                                                                  |
| 15 | <p><b>Developer contributions:</b> clear and proportionate expectations</p> <ul style="list-style-type: none"> <li>• set out in development plan (and/or emerging plan); and</li> <li>• in pre-application discussions</li> </ul>     | Green | <p>You have a clear developer contribution policy which has been condensed into one document which covers contributions, transport and education. You have established a reduced contribution zone which takes account of increased land values in the city centre.</p> <p><b>RAG = Green</b></p> <p>Applicants are advised to refer to the developer contributions guidance and are advised of the likely contributions which they will be required to make.</p> <p><b>RAG = Green</b></p> |

**PERTH AND KINROSS COUNCIL**  
**Performance against Key Markers**

| Marker |                                                          | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|--------|----------------------------------------------------------|---------|---------|---------|---------|
| 1      | Decision making timescales                               |         |         |         |         |
| 2      | Processing agreements                                    |         |         |         |         |
| 3      | Early collaboration                                      |         |         |         |         |
| 4      | Legal agreements                                         |         |         |         |         |
| 5      | Enforcement charter                                      |         |         |         |         |
| 6      | Continuous improvement                                   |         |         |         |         |
| 7      | Local development plan                                   |         |         |         |         |
| 8      | Development plan scheme                                  |         |         |         |         |
| 9      | Elected members engaged early (pre-MIR)                  | N/A     | N/A     |         |         |
| 10     | Stakeholders engaged early (pre-MIR)                     | N/A     | N/A     |         |         |
| 11     | Regular and proportionate advice to support applications |         |         |         |         |
| 12     | Corporate working across services                        |         |         |         |         |
| 13     | Sharing good practice, skills and knowledge              |         |         |         |         |
| 14     | Stalled sites/legacy cases                               |         |         |         |         |
| 15     | Developer contributions                                  |         |         |         |         |

**Overall Markings (total numbers for red, amber and green)**

| <b>2012-13</b> | 4 | 7 | 2  |
|----------------|---|---|----|
| <b>2013-14</b> | 1 | 5 | 7  |
| <b>2014-15</b> | 1 | 0 | 14 |
| <b>2015-16</b> | 0 | 1 | 14 |

**Decision Making Timescales (weeks)**

|                                     | 2012-13 | 2013-14 | 2014-15 | 2015-16 | <i>2015-16<br/>Scottish<br/>Average</i> |
|-------------------------------------|---------|---------|---------|---------|-----------------------------------------|
| Major Development                   | 37.5    | 55.4    | 42.2    | 23.7    | 38.8                                    |
| Local (Non-Householder) Development | 12.0    | 12.5    | 11.8    | 11.3    | 12.3                                    |
| Householder Development             | 8.1     | 7.8     | 6.8     | 6.3     | 7.5                                     |

**PERTH AND KINROSS COUNCIL****Enterprise & Infrastructure Committee****11 January 2017****Review of the Planning Enforcement Charter****Report by Director (Environment)**

|                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| This report seeks approval for an amended version of the Council's Planning Enforcement Charter, following the regular review required by legislation. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The Planning Etc. (Scotland) Act 2006 introduced a requirement that all Planning Authorities had to prepare and publish an Enforcement Charter. The Act requires all Planning Enforcement Charters to set out:
- A statement of the authority's policies as regards their taking of enforcement action;
  - An account of how members of the public can bring any ostensible breach of planning control to the attention of the Authority;
  - How any complaint about how the Authority takes enforcement action can be made; and
  - The Authority's procedures for dealing with any such complaint.
- 1.2 Councils are required to review, update and republish the Charter every two years. The Council last approved and adopted the existing Planning Enforcement Charter in June 2014. A copy of the existing Charter is appended to allow a comparison with the draft proposal.
- 1.3 The Charter has proved useful in clarifying the Council's approach to enforcement both to customers who have brought breaches of planning control to the Planning Enforcement Team's attention and to those who have breached planning controls and are having action taken against them. Experience of applying the Charter and feedback from those who have been involved in the enforcement process in one way or another over the past two years has been examined. This has suggested that while the Charter remains fundamentally sound and fit for purpose, there is scope for further amendments to be made to the content and layout to make it easier to follow and understand.

- 1.4 The current review of the Charter coincided with a review of the Planning Enforcement Service undertaken by the Council's Scrutiny Committee. The purpose of the Scrutiny Review was to consider how effectively the Council uses its planning enforcement powers. This review of the Charter, therefore, takes account of the findings of the Scrutiny Committee, along with the feedback obtained through a customer survey which was carried out as part of their review. The Scrutiny Review Report on Planning Enforcement was considered by the Scrutiny Committee on 21 September 2016 (Report No. 16/397 refers).
- 1.5 The recommendations in relation to the Planning Charter which were accepted by the Scrutiny Committee are summarised as follows:
- 1.6 **Planning Enforcement Charter**
- (i) There should be improved awareness of the Council's Planning Enforcement Charter which could be achieved by the following measures:-
- (a) The next review of the Charter should follow a wider consultation process. It would be appropriate to use some of the information gathered through this Scrutiny Committee review.
- (ii) The review of the Charter should examine the scope for a document which is more accessible to all stakeholders. Although the current version adopts the content recommended in the Scottish Government's guide, it is probable that a document can be produced which is more engaging.
- 1.7 **Public Information**
- The Council's web page relating to Planning Enforcement should be improved and information provided specifically to assist community councils.
- 2. PROPOSALS**
- 2.1 The Scrutiny Committee accepted that that the primary objective of planning enforcement is to secure a satisfactory resolution, rather than automatically sanctioning or penalising those who have breached planning controls. While this may be contrary to some public expectations, the Committee accepted that primacy should be given to protecting the environment from harm and to rectify any adverse impacts that may have occurred. As this reflects one of the key thrusts of the current Charter, no fundamental change is required in these areas. There is, however, scope to consider if more could be done to explain to customers that a proportionate approach to enforcement is normally sought, and this, in turn, might remove some of the unrealistic expectations of the planning system which are sometimes encountered.
- 2.2 The Committee noted that in certain instances where, for example, the complainant lived adjacent to the site, the resolution of a case may have been immediately evident. In some circumstances, it may have been considered inappropriate to regularly update a complainant on the progress of enforcement action. The Review concluded that, in such cases, it would be appropriate for this to be made known to a complainant at the outset, thereby managing their expectations. The proposed Charter has been amended to incorporate this point.

- 2.3 The stakeholder survey which was undertaken invited respondents to suggest priorities for enforcement. While a wide range of suggestions were submitted, no clear priorities were evident and they did not fundamentally differ from those already incorporated in the current Charter. Members provided their opinions on what they felt should be a priority for enforcement, with the 3 most popular categories being:
- Breaching the terms of a planning consent.
  - Development which has taken place without planning permission.
  - Unauthorised development resulting in adverse environmental impacts.
- 2.4 Other stakeholders suggested that, in addition to the above, there should be a greater focus on enforcement of larger developments, which is already the case, together with development which impacts on residential amenity, which is also an existing priority.
- 2.5 On the basis of the above, it is recommended that the priorities within the existing Charter remain largely unchanged as they focus on those breaches causing the highest level of planning harm and adequately reflect the views of the aforementioned stakeholders. Officers are also recommending the inclusion of pedestrian and traffic safety as a new priority, as a consequence of their own operational experience.
- 2.6 The survey suggested that some stakeholders had a lack of awareness of the Charter (including some community councils), while some others felt it could be more more accessible and easier to find. Steps will, therefore, be taken to ensure that the revised Charter is adequately publicised and easy to locate.
- 2.7 One respondent stated that the current Charter explains how a “member of the public” can report a breach of planning but not an organisation like a Civic Trust. The wording of the relevant section of the Charter has been amended to make it clear that the contact details are applicable to all stakeholders.
- 2.8 The survey also suggested that the Charter was viewed as being somewhat generic and similar to other those of other planning authorities. This is to be expected as, to a large extent, Planning Authorities are encouraged to utilise the Scottish Government’s model charter.
- 2.9 While acknowledging that the current Charter adheres to the Scottish Government’s guidance, the Scrutiny Review suggests that it could be made a more visually appealing and engaging document which was more accessible to all stakeholders. To this end, consideration should be given to the use of photographic examples and other visualisations when the reviewed charter is republished. The Charter is likely to be accessed increasingly in electronic form and the Review therefore suggested that the republished Charter should be suitable for on-screen access (including mobile devices). It was further suggested that the knowledge and expertise of the Council’s Design Team could be utilised in this regard.

- 2.10 As a result, the assistance of the Design Team in producing the revised Charter will be sought once the amended content has been approved by this Committee. Once published, the new Charter will be widely publicised and made available in booklet form and in a suitable electronic format.

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 A revised version of the previously approved Planning Enforcement Charter has been prepared and is appended to this report.
- 3.2 It is recommended that the Enterprise and Infrastructure Committee approves the revised Planning Enforcement Charter.

#### Author

| Name           | Designation                                                                  | Contact Details                                                                                    |
|----------------|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| Brian Stanford | Team Leader<br>(Householder Applications, Enforcement and Technical Support) | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation            | Date             |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 17 November 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           | <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>Yes</b>        |
| Legal and Governance                                | <b>Yes</b>        |
| Risk                                                | <b>None</b>       |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>None</b>       |
| External                                            | <b>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

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

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

1.2 It is considered that the revised Charter will contribute to the following objectives:

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

### Corporate Plan

- 1.3 The Council's Corporate Plan 2013-2018 lays out five Objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. The report impacts on the following:

- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (v) Creating a safe and sustainable place for future generations.

## **2. Resource Implications**

### Financial

- 2.1 The Head of Finance has been consulted in the preparation of this Report. There are no financial implications for the Council arising directly from the recommendations of this Report, other than publication costs.

### Workforce

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

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

- 2.3 There are no implications for Asset Management arising from this report.

## **3. Assessments**

- 3.1 An Integrated Appraisal of the Revised Enforcement Charter has been undertaken using the Integrated Appraisal Toolkit which combines the functions and requirements of Equality Impact Assessment, Sustainability Assessment and the pre-screening / screening for Strategic Environmental Assessment.

### Equality Impact Assessment

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

- Assessed as **not relevant** for the purposes of EqIA

### Strategic Environmental Assessment

- 3.4 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). No further action is required as the Charter 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 Revised Enforcement Charter is assessed as not having a direct impact on sustainability

### Legal and Governance

- 3.7 The Head of Legal and Governance has been consulted and no legal implications have been identified.
- 3.8 The Planning Etc. (Scotland) Act, 2006 introduced the requirement for Planning Authorities to prepare and publish an Enforcement Charter. It also requires that Charter to be reviewed, updated and republished on a regular, two-yearly basis.

### Risk

- 3.9 None.

## **4. Consultation**

### Internal

- 4.1 Indirectly, in that the report draws on views expressed by Members in relation to a survey carried out in association with a review of the Council's planning enforcement function which was recently reported to the Scrutiny Committee .

### External

- 4.2 Indirectly, in that the report draws on views expressed by stakeholders in relation to a survey carried out in association with a review of the Council's planning enforcement function which was recently reported to the Scrutiny Committee.

**5. Communication**

- 5.1 The revised Charter will be widely publicised to stakeholders. It will be made available in booklet form and in a suitable electronic format for online access.

**2. BACKGROUND PAPERS**

- 2.1 Perth and Kinross Council's Planning Enforcement Charter (2014)
- 2.2 The Sixth Scrutiny Review Report on Planning Enforcement considered by the Scrutiny Committee on 21 September 2016.

**3. APPENDICES**

- 3.1 Appendix 1: Draft Planning Enforcement Charter (2016)
- 3.2 Appendix 2: Published Planning Enforcement Charter (2014)



# Perth and Kinross Council

## Planning Enforcement Charter

Revised October 2016

### Introduction

Planning permission is required for most forms of development unless it is classed as 'permitted development'. When work is done without permission, or not in accordance with a previously granted consent, Councils have powers to investigate and take appropriate enforcement action when it is in the public interest to do so. An important aspect of our enforcement function is the regular monitoring of compliance with conditions and legal agreements associated with planning consents. However it is not possible to monitor every development and consequently there is also an important role for the public in alerting the Council to any problems they become aware of.

Perth & Kinross Council has a planning enforcement team who ensure that effective action is taken against breaches of planning control, particularly where these have significant adverse impacts on the environment and on communities.

### The Enforcement Charter

Under the Planning etc. (Scotland) Act 2006, Section 27, Councils must have a Planning Enforcement Charter to explain how the enforcement process works, the role of the Council and the service standards it sets itself. It also explains what happens at each stage of what can sometimes be a lengthy process.

The layout and contents of this Charter reflect the statutory requirements for an Enforcement Charter, which are:

- a) The Council's Policy on taking Planning Enforcement Action, including the Council's priorities and the service standards you as a customer can expect.
- b) How customers can bring any breach of planning control to the attention of the Council.
- c) How any complaint about the Council taking enforcement action can be submitted and how it will be dealt with.

The appendix to the Charter, entitled "A Summary Guide to Planning Enforcement", explains in more detail the law on enforcement and the options open to the Council to formally pursue breaches of planning control.

We will monitor the implementation of the charter to ensure that standards are being met and priorities are being addressed.

## **Our Approach to Enforcement**

The aim of enforcement is normally to resolve the problem through negotiation, if that is possible, rather than punishing the person who breached planning controls. Failing this, formal action may then be necessary to remedy the breach. Enforcement is however a discretionary power and the Council needs to consider in each case if enforcement action is justified and in the wider public interest. The Council is not required to take any particular action and may decide in some cases that no action is justified. Guidance to Councils from the Scottish Government on the use of enforcement powers has been provided in [Circular 10/2009 'Planning Enforcement'](#) (viewable on-line at [www.gov.scot](http://www.gov.scot)).

The Government's guidance explains, among other matters, that Councils should not take enforcement action just to address a breach of planning control if the development is otherwise acceptable in planning terms and that Councils should be particularly sensitive to the impact of enforcement action on small businesses. The primary aim for seeking retrospective planning consent is normally to secure ongoing controls through the imposition of planning conditions.

## **Priorities for Enforcement**

Whilst all complaints will be investigated and compliance with planning conditions and obligations will be proactively monitored, our priorities for enforcement will be linked to significant breaches of planning control including:

|                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Significant detrimental impacts on <b>matters of environmental importance</b> , especially on sensitive or protected environments                                                 |
| Matters of <b>pedestrian and traffic safety</b>                                                                                                                                   |
| Significant detrimental impacts on <b>residential amenity</b> , particularly where a number of residential properties are affected                                                |
| Significant detrimental effects on <b>public visual amenity</b> .                                                                                                                 |
| Breaches of condition or the terms of a legal agreement in respect of a <b>major development</b> or development where there is a <b>significant level of community interest</b> . |
| Damage to Listed Buildings and works which adversely affect their character                                                                                                       |
| Breaches of planning control within designated <b>Conservation Areas</b> , particularly where improvement schemes have been promoted by the Council.                              |
| Unauthorised felling of or works adversely affecting trees protected by <b>Tree Preservation Orders</b> .                                                                         |

Breaches of planning control which undermine a **Council policy or programme**.

## How to report a Breach of Planning Control

Possible breaches of planning control can include:

- Work being carried out without planning permission or a related consent.
- An unauthorised change of use.
- Failure to comply with conditions attached to a permission or consent
- Departures from approved plans or consents.

Planning and related consents, any conditions applied thereto and the approved plans may be viewed at Pullar House or on-line at [www.pkc.gov.uk](http://www.pkc.gov.uk) under '[Viewing and commenting on planning applications](#)'. Preliminary enquiries may be made by telephone, or in person, at Pullar House. However, these should be followed up in writing or by email. This allows us to have a clear record of the complaint and to keep customers informed about any action we take. Full contact details are provided at the end of this Charter.

The following information should always be included when reporting a suspected breach:

- The address of the property concerned.
- Details of the suspected breach of planning control, with times and dates if relevant.
- Your name, telephone number and address (and email address if you wish us to correspond with you electronically).
- Information on how the breach affects you.
- Whether or not the enquiry is to be treated confidentially.

The Council will, as far as possible, treat such letters as confidential, even if this is not requested when an enquiry is made. Correspondence with the Council is normally subject to the requirements of the Freedom of Information (Scotland) Act 2002. However, under the Data Protection Act, letters of complaint about a breach of planning control would only be released after all information on names, addresses, email addresses and signatures had been removed and, even then, only if the content was so general that the identity or address of the writer could not be identified. Anonymous complaints are generally unhelpful in that officers are unable to make contact with the customer in order to obtain further information or evidence, or to advise them about the relevant enforcement position.

## Our Customer Standards for Enforcement

### a) Acknowledging enquiries

Enforcement enquiries will receive an initial written or email acknowledgement within 5 working days. The acknowledgement will include a reference number,

if a formal case has been opened, and contact details for the investigating enforcement officer.

b) Replying to enquiries

If you make an enforcement enquiry, you will receive a written response within 15 working days of receipt of the letter or email. This will advise you of the proposed action to be taken. In some cases there may be a need for additional investigation prior to deciding on a course of action and this will be explained. You will also be notified if the matter does not involve a breach of planning control. If there has been a breach of control but no action is proposed, you will also be informed of this and the reasons for that decision.

Some complaints, such as neighbour disputes over boundaries or complaints over antisocial behaviour relate to matters over which the planning service has no control and cannot be investigated by planning enforcement officials. In such cases you will be advised of this and, if possible, where the complaint should be addressed to (e.g. a different council department or an external agency). Where another function of the Council is involved, we will normally forward your complaint to the appropriate department.

c) Keeping you informed

Where our initial letter explains that we have not been able to resolve the issue by the date of that communication, we will advise you when the issue has been resolved. If at any point we decide that further action is not justified we will write to inform you of this and the reasons for that decision. In some cases it may be inappropriate to regularly provide an update on the progress of enforcement action, particularly when the matter proves difficult to resolve quickly. You will be advised accordingly in such circumstances.

d) Formal enforcement notices

Where a planning breach cannot be resolved and action is justified, a formal notice will be served. This will normally be either an Enforcement Notice or a Breach of Condition Notice. In some cases a Stop Notice or a Temporary Stop Notice might also be appropriate. We will write to the recipient of the notice to explain what is required, the timescales involved and the available options to resolve the issue. Where such a Notice is not complied with, the Council will usually take further formal steps which can include:

- The issue of a fixed penalty notice; or
- Referral of the case to the Procurator Fiscal seeking prosecution; or
- Direct action by the Council, including the recovery of costs

## **How to Complain about or Suggest Improvements to Planning Enforcement**

We will respond within 15 working days of receiving a suggestion about our Planning Enforcement service. We will consider all suggestions made and use them to review and improve the service we provide. Any formal complaints will



be dealt with in accordance with the Council's Complaints Procedure. A copy of this can be viewed on the Council's [website](#) at [www.pkc.gov.uk](http://www.pkc.gov.uk) or can be obtained from Council offices.

If you are not satisfied with the initial response to a formal complaint, you can take the complaint to the Council's Stage 2 process, as explained in our guidance on complaints. Lastly, if you are not satisfied with the Council's response to your complaint after the Stage 2 process is complete, you have then the right to take your complaint to the Scottish Public Services Ombudsman (SPSO), at:

SPSO  
FREEPOST EH641  
Edinburgh EH3 0BR

Telephone: 0800 377 7339, or e-mail: [mask@spsso.org.uk](mailto:mask@spsso.org.uk)

### ***Our Contact Details***

Development Management  
The Environment Service  
Perth & Kinross Council  
35 Kinnoull Street  
Perth  
PH1 5GD

**Telephone** (01738) 475300

**Email**

[DevelopmentManagement@pkc.gov.uk](mailto:DevelopmentManagement@pkc.gov.uk)

# APPENDIX TO THE PLANNING ENFORCEMENT CHARTER

## A Summary Guide to Planning Enforcement

### Introduction

This appendix explains in more detail the law relating to enforcement and the options consequently available to the Council. Comprehensive guidance to Councils from the Scottish Government on the use of enforcement powers has been given in [Circular 10/2009 'Planning Enforcement'](#) (viewable on-line at [www.gov.scot](http://www.gov.scot)).

### The need for permission

Planning permission may not always be required e.g. if the use or works are either not 'development' as defined in the Planning (Scotland) Act or are classed as 'permitted development' in the General Permitted Development (Scotland) Order. Planning permission, if required, should always be obtained before starting any works, although not doing so may not in itself be a criminal offence. However, it becomes a criminal offence to fail to comply with any subsequent Enforcement Notice. It is automatically an offence if Listed Building Consent or Advertisement Consent is required, or if permission has not been obtained to carry out works which affect trees covered by a Tree Preservation Order.

### Enforcement Aims

The purpose of planning enforcement is normally to resolve any breach of planning control through negotiation or, failing that, through formal enforcement action, rather than punishing the person who has carried out the breach. Any formal action taken has to be appropriate to the scale and nature of the breach, and the person who is the subject of enforcement action has a right of appeal to the Scottish Ministers in most cases.

### Range of Enforcement Procedures

Slightly different procedures apply to 'Advertisement Consents'. The actual **content** of an advertisement is not covered by planning control and any complaints about this should be made to the Advertising Standards Authority at Mid City Place, 71 High Holborn, London, WC1V 6QT, or at <http://www.asa.org.uk>.

Similar but separate enforcement rules apply to Listed Buildings, demolition in a Conservation Area and Tree Preservation Orders. It should be noted that some complaints received by the planning service, such as neighbour disputes over boundaries, relate to private legal matters over which the planning service has no control. These matters cannot therefore be investigated.

## Investigating Possible Breaches of Planning Control

An investigation begins with an enforcement officer visiting the site and then whoever has made the complaint will be informed of what action, if any, is proposed. In some cases, additional investigation may be needed.

The Council has powers under the Planning Acts to enter land to:

- Establish if there has been a breach of planning control.
- Check if there has been compliance with a formal notice.
- Check if a breach has been satisfactorily resolved.

This power applies to any land including any adjacent to the site of the breach. Officials entering land for these purposes will carry photo-identification and authorisation from the Council.

## Acting on Breaches of Planning Control

It should be noted that in some cases action may not be appropriate, even though planning controls have been breached. The Council has to consider each case on its merits and decide on the best solution. Only a relatively small number of cases require formal enforcement action. The various options are set out below.

The Council's powers include the ability to issue a **Temporary Stop Notice** to stop unauthorised development. These Notices are valid for up to 28 days and are effective from the time they are served, without requiring that an Enforcement Notice be served first. This allows the Council 28 days before a formal Enforcement Notice and Stop Notice, if necessary, require to be served.

In most cases where a breach merits formal action, an **Enforcement Notice**, or a similar notice such as a **Listed Building Enforcement Notice**, or a **Breach of Condition Notice** is served on those involved in the development or who own or have an interest in the property. These notices include the following information:

- A description of the breach of control that has taken place.
- The steps that should be taken to remedy the breach.
- The timescale for taking these steps.
- The consequences of failure to comply with the notice.
- Where appropriate, any rights of appeal the recipient has and how to lodge an appeal.

An Enforcement Notice can be accompanied by a **Stop Notice** if it is considered justified to prevent, for example, further work being carried out which is likely to have a significant detrimental impact on matters such as environmental quality.

## Appeal Provisions

Appeals against enforcement notices and stop notices can be made to the Scottish Ministers who delegate the decision, in most cases, to Reporters from the Scottish Government's Directorate for Planning and Environmental Appeals (DPEA). Anyone who has submitted information on a breach of planning control is advised of the appeal. There is no right of appeal against a Breach of Condition Notice or a Temporary Stop Notice.

## Time Limits for Enforcement

Planning Enforcement action has to be taken within strict **time limits**:

- **A four year limit** applies to unauthorised operational development (the carrying out of building, engineering, mining or other operations in, on, over or under land) and change of use to a single dwellinghouse.
- **A ten year limit** applies to all other development including change of use (other than to a single dwellinghouse) and breaches of condition.

There is no time-limit restricting the commencement of Listed Building Enforcement Action or action concerning a Tree Preservation Order.

## Consequences of not complying with a formal notice

Failure to comply with an enforcement notice will normally result in the Council taking **further action**. This could entail any of the following:

- Serving a **Fixed Penalty Notice**.
- Referring the case to the **Procurator Fiscal** to seek prosecution.
- The Council carrying out work (known as '**direct action**') and charging the person who is the subject of the enforcement action for the total costs involved. This will usually include an administrative charge.
- Seeking a Court **interdict** to stop or prevent a breach of planning controls.

It should also be noted that an enforcement notice will be associated with the building or land to which it relates until its provisions have been fully discharged. This will be highlighted in any enquiry certificate issued when a property is being sold.

## Viewing Notices which have been served

Details of enforcement notices, breach of condition notices, stop notices and temporary stop notices are entered into an **Enforcement Register**. You can inspect these documents during normal office hours by visiting Pullar House, 35 Kinnoull Street, Perth, PH1 5GD. You can also view more recent notices

which are still in force online at [www.pkc.gov.uk](http://www.pkc.gov.uk) under [Planning Enforcement - Enforcement Notices](#)

## High Hedges

A relatively recent addition to the Council's enforcement function has been the power to serve a High Hedge Notice under the High Hedges (Scotland) Act, 2013. This requires a resident whose amenity is severely affected by a high hedge to formally apply to the Council to have a notice served on the hedge owner to remove or reduce the adverse impact of the high hedge. It is important to note that to be a 'high hedge' it must:

- Be formed wholly or mainly by a row of 2 or more trees or shrubs; and
- Rise to a height of more than 2 metres above ground level; and
- Form a barrier to light.

## Further Information

More information on [planning enforcement](#) is available on the Council's website at [www.pkc.gov.uk](http://www.pkc.gov.uk), including a downloadable copy of this Charter.

If you or someone you know would like a copy of this document in another language or format, (On occasion only, a summary of the document will be provided in translation), this can be arranged by contacting the Environment Service's Equalities Assistant  
On 01738 476558 or [TESEqualities@pkc.gov.uk](mailto:TESEqualities@pkc.gov.uk)



Council Text Phone Number 01738 442573

If you or someone you know would like a copy of this document in another language or format, (on occasion only a summary of the document will be provided in translation), this can be arranged by contacting  
Customer Service Centre 01738 475000

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الاسم: Customer Service Centre  
رقم هاتف للاتصال المباشر: 01738 475000

اگر آپ کو یا آپ کے کسی جاننے والے کو اس دستاویز کی نقل دوسری زبان یا فارمیٹ (بعض دفعہ اس دستاویز کے خلاصہ کا ترجمہ فراہم کیا جائے گا) میں درکار ہے تو اس کا بندوبست سروس ڈیولپمنٹ Customer Service Centre سے فون نمبر 01738 475000 پر رابطہ کر کے کیا جاسکتا ہے۔

如果你或你的朋友希望得到這文件的其他語言版本或形式 (某些時候，這些文件只會是概要式的翻譯)，請聯絡  
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P ežete-li si Vy, anebo n kdo, koho znáte, kopii této listiny v jiném jazyce anebo jiném formátu (v n kterých p ípadech bude p eložen pouze stru ný obsah listiny)  
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Если вам или кому либо кого вы знаете необходима копия этого документа на другом языке или в другом формате, вы можете запросить сокращенную копию документа обратившись  
Customer Service Centre 01738 475000



# Perth and Kinross Council

## Planning Enforcement Charter

Revised June 2014

### Enforcement: An Overview

Planning permission is required for most forms of development. When work is done without permission, or not in accordance with a previously granted consent, Councils have powers to investigate and take appropriate enforcement action. An important aspect of our enforcement function is the regular monitoring of compliance with conditions and legal agreements associated with planning consents.

The aim of enforcement is normally to resolve the problem through negotiation, if that is possible, rather than punishing the person who breached planning controls. Failing this, formal action may then be necessary to remedy the breach. Enforcement is however a discretionary power and the Council needs to consider in each case if enforcement action is justified and in the wider public interest. The Council is not required to take any particular action and may decide in some cases that no action is justified. Guidance to Councils from the Scottish Government on the use of enforcement powers has been provided in Circular 10/2009 'Planning Enforcement' (viewable online at <http://www.scotland.gov.uk/Publications>).

Perth & Kinross Council has a planning enforcement team who ensure that effective action is taken against breaches of planning control, particularly where these have significant adverse impacts on the environment and on communities.

### The Enforcement Charter

Under the Planning etc. (Scotland) Act 2006, Section 27, Councils must have a Planning Enforcement Charter to explain how they will use their enforcement powers.

The layout and contents of this Charter reflect the statutory requirements for an Enforcement Charter, which are:

- a) The Council's Policy on taking Planning Enforcement Action, including the Council's priorities and the service standards you can expect.
- b) How members of the public can bring any breach of planning control to the attention of the Council.

- c) How any complaint about the Council taking enforcement action can be submitted and how it will be dealt with.

The appendix to the Charter entitled “A Summary of the Law on Planning Enforcement” explains in more detail the law on enforcement and the options open to the Council to formally pursue breaches of planning control.

We will monitor the implementation of the charter to ensure that standards are being met and priorities are being addressed.

## **1. OUR APPROACH TO ENFORCEMENT**

We will normally seek to quickly resolve an enforcement issue, if possible through negotiation. In deciding whether or not to then proceed to formal action, we will take account of guidance provided by the Scottish Government in Circular 10/2009 ‘Planning Enforcement’ and the priorities set out below. The Government’s guidance explains, among other matters, that Councils should not take enforcement action just to address a breach of planning control if the development is otherwise acceptable in planning terms and that Councils should be particularly sensitive to the impact of enforcement action on small businesses. The primary aim for seeking retrospective planning consent is normally to secure ongoing controls through the imposition of planning conditions.

## **2. PRIORITIES FOR ENFORCEMENT**

Whilst all complaints will be investigated and compliance with planning conditions and obligations will be proactively monitored, our priorities for enforcement will be linked to significant breaches of planning control including:

- significant detrimental impacts on **matters of environmental importance**, especially on sensitive or protected environments.
- significant detrimental impacts on **residential amenity**, particularly where a number of residential properties are affected.
- significant detrimental effects on **public visual amenity**.
- breaches of condition or the terms of a legal agreement in respect of a **major development** or development where there is a **significant level of community interest**.
- damage to **Listed Buildings**.
- breaches of planning control within designated **Conservation Areas**, particularly where improvement schemes have been promoted by the Council.
- unauthorised felling of trees and matters affecting trees protected by **Tree Preservation Orders**.
- breaches of planning control which undermine a **Council policy or programme**.

## **3. HOW TO REPORT A BREACH OF PLANNING CONTROL**

Possible breaches of planning control can include:



- work being carried out without planning permission or a related consent.
- an unauthorised change of use.
- failure to comply with conditions attached to a permission or consent
- departures from approved plans or consents.

Planning and related consents, any conditions applied thereto and the approved plans may be viewed at Pullar House or on-line at <http://www.pkc.gov.uk> . All customers have a vital role in reporting breaches of control as it is not possible for the Council to monitor every development. Preliminary enquiries by telephone or in person at Pullar House but these should be followed up in writing or by email. This allows us to have a clear record of the complaint and to keep customers informed about any action we take. Full contact details are provided at the end of this Charter.

The following information should always be included when reporting a suspected breach:

- the address of the property concerned.
- details of the suspected breach of planning control, with times and dates if relevant.
- your name, telephone number and address (and email address if you wish us to correspond with you electronically).
- information on how the breach affects you.
- whether or not the enquiry is to be treated confidentially.

The Council will, as far as possible, treat such letters as confidential, even if this is not requested in the letter. Although letters will be subject to the requirements of the Freedom of Information (Scotland) Act 2002, in practice such letters are not normally released under this Act. Letters of complaint about a breach of planning control would only be released after all information on names, addresses, email addresses and signatures had been removed and, even then, only if the content was so general that the identity or address of the writer could not be identified.

#### **4. CUSTOMER STANDARDS FOR ENFORCEMENT**

##### **a) Acknowledging enquiries**

Enforcement enquiries will receive an initial written or email acknowledgement within 5 working days. The acknowledgement will include a reference number and contact details for the investigating enforcement officer.

##### **b) Replying to enquiries**

If you make an enforcement enquiry, you will receive a written response within 15 working days of receipt of the letter or email. This will advise you of the proposed action to be taken. In some cases there may be a need for additional investigation prior to deciding on a course of action and this will be explained. You will also be notified if the matter does not involve a breach of planning control. If there has been a breach of control but no action is proposed, you will also be informed of this and the reasons for that decision.

### c) Keeping you informed

Where our initial letter explains that we have not been able to resolve the issue by the date of that communication, we will advise you when the issue has been resolved. If at any point we decide that further action is not justified we will write to inform you of this and the reasons for that decision.

### d) Formal enforcement notices

Where a planning breach cannot be resolved and action is justified, a formal notice will be served. This will normally be either an Enforcement Notice or a Breach of Condition Notice. In some cases a Stop Notice or a Temporary Stop Notice might also be appropriate. We will write to the recipient of the notice to explain what is required, the timescales involved and the available options to resolve the issue. Where such a Notice is not complied with, the Council will usually take further formal steps which can include:

- the issue of a fixed penalty notice; or
- referral to the Procurator Fiscal seeking prosecution; or
- direct action by the Council, including the recovery of costs

## 5. HOW TO COMPLAIN OR TO MAKE SUGGESTIONS ABOUT IMPROVING PLANNING ENFORCEMENT

We will respond within 15 working days of receiving a suggestion about our Planning Enforcement service. We will consider all suggestions made and use them to review and improve the service we provide. Any formal complaints will be dealt with in accordance with the Council's Complaints Procedure. A copy of this can be viewed on the Council's website at <http://www.pkc.gov.uk> or obtained from Council offices.

If you are not satisfied with the initial response to a formal complaint, you can take the complaint further, i.e. to the Council's Stage 2 process, as explained in our guidance on complaints. Lastly, if you are unsatisfied with the Council's response to your complaint after the Stage 2 process is complete, you have then the right to take your complaint to the Scottish Public Services Ombudsman (SPSO), at:

SPSO  
FREEPOST EH641  
Edinburgh EH3 0BR

Telephone: 0800 377 7339, or [e-mail:](#)

[mask@spsso.org.uk](mailto:mask@spsso.org.uk) ***Our Contact Details***

|                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------|
| Development Management<br>The Environment Service<br>Perth & Kinross Council 35<br>Kinnoull Street<br>Perth<br>PH1 5GD |
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|--------------------------|
| <b>Telephone</b> (01738) |
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| <b>475300 Email</b> |
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|                                                                                        |
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| <a href="mailto:DevelopmentManagement@pkc.gov.uk">DevelopmentManagement@pkc.gov.uk</a> |
|----------------------------------------------------------------------------------------|

# **APPENDIX TO THE PLANNING ENFORCEMENT CHARTER**

## **A Summary of the Law on Planning Enforcement**

This appendix explains in more detail the law relating to enforcement and the options consequently available to the Council. Comprehensive guidance to Councils from the Scottish Government on the use of enforcement powers has been given in Circular 10/2009 'Planning Enforcement' (viewable on-line at <http://www.scotland.gov.uk/Publications>).

Planning permission, if necessary, should always be obtained before starting any works, although not doing so may not in itself be a criminal offence. However, it becomes a criminal offence to fail to comply with any subsequent Enforcement Notice and it is automatically an offence if Listed Building Consent or Advertisement Consent is required, or permission has not been obtained to carry out works which affect trees covered by a Tree Preservation Order.

The purpose of planning enforcement is normally to resolve any breach of planning control through negotiation, or through formal enforcement action, rather than punishing the person who has carried out the breach. Any formal action taken has to be appropriate to the scale and nature of the breach, and the person who is the subject of enforcement action has a right of appeal to the Scottish Ministers in most cases.

Slightly different procedures apply to 'Advertisement Consents'. The actual content of an advertisement is not covered by planning control and any complaints about this should be made to the Advertising Standards Authority at Mid City Place, 71 High Holborn, London, WC1V 6QT, or at <http://www.asa.org.uk>.

Similar but separate enforcement rules apply to Listed Buildings, demolition in a Conservation Area and Tree Preservation Orders. It should be noted that some complaints received by the planning service, such as neighbour disputes over boundaries, relate to private legal matters over which the planning service has no control and these cannot therefore be investigated.

## **INVESTIGATING POSSIBLE BREACHES OF PLANNING CONTROL**

An investigation begins with an enforcement officer visiting the site and then the individual who has made the complaint will be informed of what action, if any, is proposed. In some cases, additional investigation may be needed. The Council has powers under the Planning Acts to enter land to:

- establish if there has been a breach of planning control.
- check if there has been compliance with a formal notice.
- check if a breach has been satisfactorily resolved.

This power applies to any land including any adjacent to the site of the breach. Officials entering land for these purposes will carry photo-identification and authorisation from the Council.

## **ACTING ON BREACHES OF PLANNING CONTROL**

It should be noted that in some cases action may not be appropriate, even though planning controls have been breached. The Council has to consider each case on its merits and decide on the best solution. Only a relatively small number of cases require formal enforcement action. The various options are set out below.

The Council's powers include the ability to issue a **Temporary Stop Notice** to stop unauthorised development. These Notices are valid for up to 28 days and are effective from the time they are served, without requiring that an Enforcement Notice be served first. This allows the Council 28 days before a formal Enforcement Notice and Stop Notice, if still necessary, require to be served. There is no right of appeal against a Temporary Stop Notice.

In most cases where a breach merits formal action, an **Enforcement Notice**, or a similar notice such as a **Listed Building Enforcement Notice**, or a **Breach of Condition Notice** is served on those involved in the development or who own or have an interest in the property. These notices include the following information:

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**Appeals** against enforcement notices and stop notices are referred to the Scottish Ministers who delegate the decision, in most cases, to Reporters from the Scottish Government's Directorate for Planning and Environmental Appeals (DPEA). Anyone who has submitted information on a breach of planning control is advised of the appeal. There is no right of appeal against a Breach of Condition Notice.

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Failure to comply with an enforcement notice may result in the Council taking **further action**. This could entail any of the following:

- serving a **Fixed Penalty Notice**.
- referring the case to the **Procurator Fiscal** to seek prosecution.
- the Council carrying out work (**'direct action'**) and charging the person who is the subject of the enforcement action for the costs involved.
- seeking a Court **interdict** to stop or prevent a breach of planning controls.

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Further copies of this Charter are available on the Council's website at [www.pkc.gov.uk](http://www.pkc.gov.uk), and from the above address.

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On 01738 476558 [or TESEqualities@pkc.gov.uk](mailto:TESEqualities@pkc.gov.uk)



Council Text Phone Number 01738 442573



## PERTH AND KINROSS COUNCIL

## Enterprise &amp; Infrastructure Committee

11 January 2017

## The Environment Service Scheme of Charges 2017/18

## Report by Director (Environment)

This report provides details of the charges in place within The Environment Service for financial year 2016/17 and the proposed charges for financial year 2017/18 as detailed in Appendix 1 & 2. Enterprise & Infrastructure Committee are asked to consider and comment on the proposed charges as set out in Appendix 1 & 2 of this report. Final approval of charges will be determined by the Council on 9 February 2017.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 Section 9.1.1 of the Council's Financial Regulations state that a review of charges must be undertaken at least annually and a revised Scheme of Charges submitted to the relevant themed Committee for consideration.
- 1.2 The Corporate Charging policy approved by the Strategic Policy & Resources Committee on 23 September 2015 (report No. 15/401 refers) sets out the key principles to be followed when setting charges, charges in scope and the annual process to be undertaken in carrying out reviews of individual charges. This ensures consistency across the Council whilst allowing Services the flexibility to shape their approach/policy to meet the needs of customers.
- 1.3 Services are required to submit their proposed list of charges to themed Committees in January/February of each year in advance of setting the budget in February (report No.15/276 refers). This provides Committees with an opportunity to examine Service proposals and recommend charges subject to final approval by the Council in setting the Revenue Budget for the year ahead.
- 1.4 All fees and charges should be set in line with the approved individual charging policy and fall into one of the following categories:

| <b>Charging Strategy</b> | <b>Objective</b>                                                                                                                                                            |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Commercial Charges       | The Council aims to cover the cost of providing the service and make a surplus.                                                                                             |
| Full Cost Recovery       | The Council aims to recover the costs of providing the service from those who use it.                                                                                       |
| Subsidised               | The Council wishes users of the service to make a contribution to the costs of providing it. This might meet a service objective or allow competition with other providers. |
| Free                     | The Council chooses to make the service available at                                                                                                                        |

| <b>Charging Strategy</b> | <b>Objective</b>                                        |
|--------------------------|---------------------------------------------------------|
|                          | no charge to meet a service objective.                  |
| Statutory                | Charges are determined in line with legal requirements. |

## **2. PROPOSALS**

- 2.1 The Environment Service provide a diverse and wide range of chargeable services to the public and business community ranging from burials and planning fees to parking and commercial waste.
- 2.2 The charging arrangements are set based on a combination of legislative requirements, national policy guidance, market competition and local guidance. As a result there is a mix of discretionary and non-discretionary charges levied by The Environment Service. The annual review process considers a number of factors including an assessment of previous years income, trends in user demand, inflationary pressures, potential to move to payment at point of sale, council revenue budget and savings targets, alternative charging structures and potential impact on vulnerable groups. The charging strategy and specific proposals for 2017/18 are set out below with a detailed breakdown of the proposed charges to be levied with effect from 1 April 2017 in Appendix 1 & 2.
- 2.3 All income generated by charges contributes to service budgets and ensures the continued development and delivery of services.

### **Planning & Building Standards – Statutory (Appendix 1 Item 13)**

- 2.4 Charges are set in line with statute. There are no known changes to charges at the time of writing this report however the Scottish Government are currently reviewing both Planning and Building Standards fees (a formal consultation on Building Standards fees commenced 16 November 2016). The outcome of these reviews and any associated changes to fees will require to be implemented in accordance with the agreed legislation and timescales. There is an expectation from the Scottish Government that any increase in fees, should these be applied, will be used to improve Planning and Building Standards performance. Charges are levied in advance as part of the planning and building warrant application process. Budgeted income in 2016/17 is £2.2m.

### **Parking – Full Cost Recovery (Appendix 2)**

- 2.5 Budgeted On and Off Street parking income for 2016/17 excluding penalty charge notices, resident permits, season tickets and blue badge income is £2.4m. This supports the operational provision of parking and investment in infrastructure as well as the provision of park and ride services/facilities and the unitary charge for Kinnoull Street car park. A report to E&I Committee on 6 June 2015 (report 15/227 refers) received approval to trial changes to controlled parking zones in Perth City centre for a period of 12 months with effect from January 2016 to promote vehicle turnover in the City centre to



support local retail. The outcomes from this trial will be reported to this Committee in 2017. Any proposal to reintroduce the 'Free after 2' initiative (or similar) over the 2017/18 winter period will be the subject of a separate report to Committee. As part of the revenue budget setting exercise on 11 February 2016 (report 16/51 refers), Council provisionally approved an increase of 10% across all on and off street parking charges with effect from 1 April 2017. Charges are levied through the use of automated ticket machines, therefore, increased charges will be set at levels manageable with current coinage.

### **Road Network Commercial Permit Charges & Street Naming – Full Cost Recovery (Appendix 1 Items 15 & 16)**

- 2.6 Budgeted income for road network commercial permit charges in 2016/17 is £40k, derived from utility companies and construction firms and although relatively small in value helps to support the proper management of the road network. A benchmarking exercise with other neighbouring authorities and a review of direct costs indicates that there is the potential to increase charges to achieve the desired outcome of full cost recovery. It is proposed to set all charges on the basis of full cost recovery, representing a range of percentage increases for 2017/18 as detailed in Appendix 1. In addition, it is proposed to increase Street Naming & Numbering charges (non-statutory) by 3% in line with the provisionally approved 2017/18 Revenue Budget on 11 February 2016 (report 16/51 refers).
- 2.7 The projected increase in income has been incorporated into the 2017/18 Revenue Budget proposals. Charges are predominantly levied by invoice although the Service are developing proposals for payment at point of sale (Papos) to receive full payment in advance of providing the relevant permits/approvals, reducing debt recovery requirements and bad debt.

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

- 3.1 This report provides a summary of the proposed charges for 2017/18.
- 3.2 The Committee is asked to consider and comment on the proposed charges for items 13, 15 and 16 as set out in Appendix 1 and Parking charges as set out in Appendix 2.

#### **Author**

| <b>Name</b>   | <b>Designation</b>          | <b>Contact Details</b>                                                                             |
|---------------|-----------------------------|----------------------------------------------------------------------------------------------------|
| Fraser Crofts | Finance & Resources Manager | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### **Approved**

| <b>Name</b>    | <b>Designation</b>     | <b>Date</b>      |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 18 November 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           | <b>None</b>       |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</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

#### Corporate Plan

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; and
- (v) Creating a safe and sustainable place for future generations.

1.2 This report relates to all objectives above.

### 2. Resource Implications

#### Financial

2.1 The impact of the proposed changes to 2017/18 charges have been incorporated into the Service's 2017/18 Revenue Budget for approval at Full Council on 9 February 2017.

### 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. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).
- 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. Following an assessment using the Integrated Appraisal Toolkit, it has been determined that the proposal is assessed as **not relevant** for the purposes of EqIA.

### 4. Consultation

#### Internal

- 4.1 TES Service Managers with responsibility for the charges detailed in Appendix 1 have been consulted in the preparation of this report.

### 2. BACKGROUND PAPERS

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

### 3. APPENDICES

- 3.1 Appendix 1 – TES Scheme of Charges 2017/18.
- 3.2 Appendix 2 – Parking Charges 2017/18.

Last updated  
 19/12/2016

| ENVIRONMENT COMMITTEE                                                             | Charge Per |            |        | Total                           | Charge Per |            |        | Total                           | % Increase |
|-----------------------------------------------------------------------------------|------------|------------|--------|---------------------------------|------------|------------|--------|---------------------------------|------------|
| ITEM 1: COMMERCIAL & DOMESTIC WASTE CHARGES                                       | Lift 16/17 | VAT Status | VAT    | Charge Per Lift 16/17 (Inc VAT) | Lift 17/18 | VAT Status | VAT    | Charge Per Lift 17/18 (Inc VAT) |            |
| <b>General Waste Collection &amp; Disposal Charges (Per Container/Per Uplift)</b> |            |            |        |                                 |            |            |        |                                 |            |
| Bin Size                                                                          |            |            |        |                                 |            |            |        |                                 |            |
| 240 ltr                                                                           | £3.50      | O          | £0.00  | £3.50                           | £3.50      | O          | £0.00  | £3.50                           | 0%         |
| 330 ltr                                                                           | £4.40      | O          | £0.00  | £4.40                           | £4.40      | O          | £0.00  | £4.40                           | 0%         |
| 360 ltr                                                                           | £4.70      | O          | £0.00  | £4.70                           | £4.70      | O          | £0.00  | £4.70                           | 0%         |
| 500 ltr                                                                           | £6.70      | O          | £0.00  | £6.70                           | £6.70      | O          | £0.00  | £6.70                           | 0%         |
| 660 ltr                                                                           | £8.20      | O          | £0.00  | £8.20                           | £8.30      | O          | £0.00  | £8.30                           | 1%         |
| 750 ltr                                                                           | £9.10      | O          | £0.00  | £9.10                           | £9.25      | O          | £0.00  | £9.25                           | 2%         |
| 1000 ltr                                                                          | £11.60     | O          | £0.00  | £11.60                          | £11.80     | O          | £0.00  | £11.80                          | 2%         |
| 1100 ltr                                                                          | £12.60     | O          | £0.00  | £12.60                          | £12.80     | O          | £0.00  | £12.80                          | 2%         |
| 1280 ltr                                                                          | £14.40     | O          | £0.00  | £14.40                          | £14.60     | O          | £0.00  | £14.60                          | 1%         |
| <b>Recycling Services (Per Container/Per Uplift)</b>                              |            |            |        |                                 |            |            |        |                                 |            |
| Glass: 240 ltr Mixed Glass                                                        | £2.85      | O          | £0.00  | £2.85                           | £2.85      | O          | £0.00  | £2.85                           | 0%         |
| 240 ltr Segregated Clear Glass                                                    | £1.65      | O          | £0.00  | £1.65                           | £1.65      | O          | £0.00  | £1.65                           | 0%         |
| 240 ltr Segregated Brown Glass                                                    | £1.65      | O          | £0.00  | £1.65                           | £1.65      | O          | £0.00  | £1.65                           | 0%         |
| 240 ltr Segregated Green Glass                                                    | £1.65      | O          | £0.00  | £1.65                           | £1.65      | O          | £0.00  | £1.65                           | 0%         |
| Dry Mixed Recyclate: 140 ltr                                                      | £1.50      | O          | £0.00  | £1.50                           | £1.50      | O          | £0.00  | £1.50                           | 0%         |
| 240 ltr                                                                           | £1.80      | O          | £0.00  | £1.80                           | £1.80      | O          | £0.00  | £1.80                           | 0%         |
| 360 ltr                                                                           | £2.00      | O          | £0.00  | £2.00                           | £2.20      | O          | £0.00  | £2.20                           | 10%        |
| 500 ltr                                                                           | £3.00      | O          | £0.00  | £3.00                           | £3.20      | O          | £0.00  | £3.20                           | 7%         |
| 660 ltr                                                                           | £3.40      | O          | £0.00  | £3.40                           | £3.65      | O          | £0.00  | £3.65                           | 7%         |
| 750 ltr                                                                           | £3.70      | O          | £0.00  | £3.70                           | £3.90      | O          | £0.00  | £3.90                           | 5%         |
| 1000 ltr                                                                          |            |            |        |                                 | £4.70      | O          | £0.00  | £4.70                           | NEW        |
| 1100 ltr                                                                          | £4.60      | O          | £0.00  | £4.60                           | £5.00      | O          | £0.00  | £5.00                           | 9%         |
| 1280 ltr                                                                          | £5.00      | O          | £0.00  | £5.00                           | £5.50      | O          | £0.00  | £5.50                           | 10%        |
| Green: 240 ltr                                                                    | £3.60      | O          | £0.00  | £3.60                           | £3.60      | O          | £0.00  | £3.60                           | 0%         |
| Food Waste: 140 ltr                                                               | £3.40      | O          | £0.00  | £3.40                           | £3.85      | O          | £0.00  | £3.85                           | 13%        |
| <b>Miscellaneous</b>                                                              |            |            |        |                                 |            |            |        |                                 |            |
| Trade Waste Sacks ( x 50)                                                         | £60.00     | O          | £0.00  | £60.00                          | £65.00     | O          | £0.00  | £65.00                          | 8%         |
| Trade Waste Sack Delivery Charge                                                  | £5.00      | O          | £0.00  | £5.00                           | £5.00      | O          | £0.00  | £5.00                           | 0%         |
| Trade Waste Labels ( x 50)                                                        | £60.00     | O          | £0.00  | £60.00                          | £65.00     | O          | £0.00  | £65.00                          | 8%         |
| Clear Recycling Sacks ( x 20)                                                     | £6.91      | O          | £0.00  | £6.91                           | £6.91      | O          | £0.00  | £6.91                           | 0%         |
| Domestic Refuse Sacks ( x 1)                                                      | £0.08      | S          | £0.02  | £0.10                           | £0.08      | S          | £0.02  | £0.10                           | 0%         |
| Green Cardboard Labels ( x 50)                                                    | £45.00     | O          | £0.00  | £45.00                          | £35.00     | O          | £0.00  | £35.00                          | -22%       |
| Pink Refuse Sack (x 50)                                                           | £2.08      | S          | £0.42  | £2.50                           | £2.08      | S          | £0.42  | £2.50                           | 0%         |
| Wheeled Bin Liners ( x 5)                                                         | £0.83      | S          | £0.17  | £1.00                           | £0.83      | S          | £0.17  | £1.00                           | 0%         |
| Bulky Uplift                                                                      | £24.40     | O          | £0.00  | £24.40                          | £24.40     | O          | £0.00  | £24.40                          | 0%         |
| Side Waste Special Uplift (2 bags)                                                |            |            |        |                                 | £5.00      | O          | £0.00  | £5.00                           | NEW        |
| Internal Food Bin (30 ltr)                                                        |            |            |        |                                 | £32.20     | S          | £6.44  | £38.64                          | NEW        |
| Internal Food Bin (60 ltr)                                                        |            |            |        |                                 | £52.60     | S          | £10.52 | £63.12                          | NEW        |
| Food Waste Recycling Sacks ( x 20)                                                | £1.33      | S          | £0.27  | £1.60                           | £1.33      | S          | £0.27  | £1.60                           | 0%         |
| DMR Sack ( x 20)                                                                  | £15.00     | S          | £3.00  | £18.00                          | £15.00     | S          | £3.00  | £18.00                          | 0%         |
| Continental Container Purchase: 240 ltr                                           | £22.50     | S          | £4.50  | £27.00                          | £19.17     | S          | £3.83  | £23.00                          | -15%       |
| 360 ltr                                                                           | £44.17     | S          | £8.83  | £53.00                          | £41.67     | S          | £8.33  | £50.00                          | -6%        |
| 500 ltr                                                                           | £273.33    | S          | £54.67 | £328.00                         | £241.67    | S          | £48.33 | £290.00                         | -12%       |
| 660 ltr                                                                           | £283.33    | S          | £56.67 | £340.00                         | £250.00    | S          | £50.00 | £300.00                         | -12%       |
| 750/770 ltr                                                                       | £285.83    | S          | £57.17 | £343.00                         | £250.00    | S          | £50.00 | £300.00                         | -13%       |
| 1100 ltr                                                                          | £291.67    | S          | £58.33 | £350.00                         | £258.33    | S          | £51.67 | £310.00                         | -11%       |
| 1280 ltr                                                                          | £335.00    | S          | £67.00 | £402.00                         | £279.17    | S          | £55.83 | £335.00                         | -17%       |
| Continental Container Delivery/Handling Charge: 240 ltr                           |            |            |        |                                 | £4.17      | S          | £0.83  | £5.00                           | NEW        |
| 360 ltr                                                                           |            |            |        |                                 | £4.17      | S          | £0.83  | £5.00                           | NEW        |
| 500 ltr                                                                           |            |            |        |                                 | £41.67     | S          | £8.33  | £50.00                          | NEW        |
| 660 ltr                                                                           |            |            |        |                                 | £41.67     | S          | £8.33  | £50.00                          | NEW        |
| 750/770 ltr                                                                       |            |            |        |                                 | £41.67     | S          | £8.33  | £50.00                          | NEW        |
| 1100 ltr                                                                          |            |            |        |                                 | £41.67     | S          | £8.33  | £50.00                          | NEW        |
| 1280 ltr                                                                          |            |            |        |                                 | £41.67     | S          | £8.33  | £50.00                          | NEW        |

|                                                      |         |   |        |         |  |         |   |        |         |    |
|------------------------------------------------------|---------|---|--------|---------|--|---------|---|--------|---------|----|
| Refurbished Continental Container (excl 240/330 ltr) | £121.67 | S | £24.33 | £146.00 |  | £121.67 | S | £24.33 | £146.00 | 0% |
| Slam Locks                                           | £121.67 | S | £24.33 | £146.00 |  | £121.67 | S | £24.33 | £146.00 | 0% |
| <b><u>Public Conveniences</u></b>                    |         |   |        |         |  |         |   |        |         |    |
| Charge per visit                                     | £0.30   | O | £0.00  | £0.30   |  | £0.30   | O | £0.00  | £0.30   | 0% |

| <b>ENVIRONMENT COMMITTEE</b>                                                                                                                                                              |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------|---------------|----------------------|---------------------------------------------|--------------------------|---------------|----------------------|---------------------------------------------|--|
| <b>ITEM 1: COMMERCIAL AND DOMESTIC WASTE CHARGES</b>                                                                                                                                      |                      | Charge Per<br>Lift 16/17 | VAT<br>Status | VAT                  | Total<br>Charge Per<br>Lift 16/17 (Inc VAT) | Charge Per<br>Lift 17/18 | VAT<br>Status | VAT                  | Total<br>Charge Per<br>Lift 17/18 (Inc VAT) |  |
| <b>Commercial and Domestic Skip Hire Charges for Recyclable and Compostable Waste in (8, 10, 12 &amp; 16 cube)</b>                                                                        |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Timber</b>                                                                                                                                                                             |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Zone</b>                                                                                                                                                                               |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| 1 - Up to 5 miles from Friarton                                                                                                                                                           | £31.00+£11.42/tonne  | O                        | £0.00         | £31.00+£11.42/tonne  | £31.00+£9.55/tonne                          | O                        | £0.00         | £31.00+£9.55/tonne   | -4%                                         |  |
| 2 - Between 5 & 20 miles from Friarton                                                                                                                                                    | £62.00+£11.42/tonne  | O                        | £0.00         | £62.00+£11.42/tonne  | £62.00+£9.55/tonne                          | O                        | £0.00         | £62.00+£9.55/tonne   | -3%                                         |  |
| 3 - Over 20 miles from Friarton but within PKC boundary                                                                                                                                   | £125.00+£11.42/tonne | O                        | £0.00         | £125.00+£11.42/tonne | £125.00+£9.55/tonne                         | O                        | £0.00         | £125.00+£9.55/tonne  | -1%                                         |  |
| <b>Commercial and Domestic Skip Hire Charges for Recyclable and Compostable Waste in (8, 10, 12 &amp; 16 cube)</b>                                                                        |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Inert</b>                                                                                                                                                                              |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Zone</b>                                                                                                                                                                               |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| 1 - Up to 5 miles from Friarton                                                                                                                                                           | £31.00+£7.00/tonne   | O                        | £0.00         | £31.00+£7.00/tonne   | £31.00+£20.97/tonne                         | O                        | £0.00         | £31.00+£20.97/tonne  | 37%                                         |  |
| 2 - Between 5 & 20 miles from Friarton                                                                                                                                                    | £62.00+£7.00/tonne   | O                        | £0.00         | £62.00+£7.00/tonne   | £62.00+£20.97/tonne                         | O                        | £0.00         | £62.00+£20.97/tonne  | 20%                                         |  |
| 3 - Over 20 miles from Friarton but within PKC boundary                                                                                                                                   | £125.00+£7.00/tonne  | O                        | £0.00         | £125.00+£7.00/tonne  | £125.00+£20.97/tonne                        | O                        | £0.00         | £125.00+£20.97/tonne | 11%                                         |  |
| <b>Commercial and Domestic Skip Hire Charges for Recyclable and Compostable Waste in (8, 10, 12 &amp; 16 cube)</b>                                                                        |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Metals</b>                                                                                                                                                                             |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Zone</b>                                                                                                                                                                               |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| 1 - Up to 5 miles from Friarton                                                                                                                                                           | £31.00+£5.00/tonne   | O                        | £0.00         | £31.00+£5.00/tonne   | £31.00+£20.27/tonne                         | O                        | £0.00         | £31.00+£20.27/tonne  | 42%                                         |  |
| 2 - Between 5 & 20 miles from Friarton                                                                                                                                                    | £62.00+£5.00/tonne   | O                        | £0.00         | £62.00+£5.00/tonne   | £62.00+£20.27/tonne                         | O                        | £0.00         | £62.00+£20.27/tonne  | 23%                                         |  |
| 3 - Over 20 miles from Friarton but within PKC boundary                                                                                                                                   | £125.00+£5.00/tonne  | O                        | £0.00         | £125.00+£5.00/tonne  | £125.00+£20.27/tonne                        | O                        | £0.00         | £125.00+£20.27/tonne | 12%                                         |  |
| <b>Commercial and Domestic Skip Hire Charges for Recyclable and Compostable Waste in (8, 10, 12 &amp; 16 cube)</b>                                                                        |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Garden</b>                                                                                                                                                                             |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Zone</b>                                                                                                                                                                               |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| 1 - Up to 5 miles from Friarton                                                                                                                                                           | £31.00+£38.13/tonne  | O                        | £0.00         | £31.00+£38.13/tonne  | £31.00+£37.21/tonne                         | O                        | £0.00         | £31.00+£37.21/tonne  | -1%                                         |  |
| 2 - Between 5 & 20 miles from Friarton                                                                                                                                                    | £62.00+£38.13/tonne  | O                        | £0.00         | £62.00+£38.13/tonne  | £62.00+£37.21/tonne                         | O                        | £0.00         | £62.00+£37.21/tonne  | -1%                                         |  |
| 3 - Over 20 miles from Friarton but within PKC boundary                                                                                                                                   | £125.00+£38.13/tonne | O                        | £0.00         | £125.00+£38.13/tonne | £125.00+£37.21/tonne                        | O                        | £0.00         | £125.00+£37.21/tonne | -1%                                         |  |
| <b>Commercial and Domestic Skip Hire Charge for Recyclable and Compostable Waste in (35 &amp; 40 cube)</b>                                                                                |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Timber</b>                                                                                                                                                                             |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Zone</b>                                                                                                                                                                               |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| 1 - Up to 5 miles from Friarton                                                                                                                                                           | £50.00+£11.42/tonne  | O                        | £0.00         | £50.00+£11.42/tonne  | £50.00+£9.55/tonne                          | O                        | £0.00         | £50.00+£9.55/tonne   | -3%                                         |  |
| 2 - Between 5 & 20 miles from Friarton                                                                                                                                                    | £100.00+£11.42/tonne | O                        | £0.00         | £100.00+£11.42/tonne | £100.00+£9.55/tonne                         | O                        | £0.00         | £100.00+£9.55/tonne  | -2%                                         |  |
| 3 - Over 20 miles from Friarton but within PKC boundary                                                                                                                                   | £200.00+£11.42/tonne | O                        | £0.00         | £200.00+£11.42/tonne | £200.00+£9.55/tonne                         | O                        | £0.00         | £200.00+£9.55/tonne  | -1%                                         |  |
| <b>Commercial and Domestic Skip Hire Charge for Recyclable and Compostable Waste in (35 &amp; 40 cube)</b>                                                                                |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Inert</b>                                                                                                                                                                              |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Zone</b>                                                                                                                                                                               |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| 1 - Up to 5 miles from Friarton                                                                                                                                                           | £50.00+£7.00/tonne   | O                        | £0.00         | £50.00+£7.00/tonne   | £50.00+£20.97/tonne                         | O                        | £0.00         | £50.00+£20.97/tonne  | 24%                                         |  |
| 2 - Between 5 & 20 miles from Friarton                                                                                                                                                    | £100.00+£7.00/tonne  | O                        | £0.00         | £100.00+£7.00/tonne  | £100.00+£20.97/tonne                        | O                        | £0.00         | £100.00+£20.97/tonne | 13%                                         |  |
| 3 - Over 20 miles from Friarton but within PKC boundary                                                                                                                                   | £200.00+£7.00/tonne  | O                        | £0.00         | £200.00+£7.00/tonne  | £200.00+£20.97/tonne                        | O                        | £0.00         | £200.00+£20.97/tonne | 7%                                          |  |
| <b>Commercial and Domestic Skip Hire Charge for Recyclable and Compostable Waste in (35 &amp; 40 cube)</b>                                                                                |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Metals</b>                                                                                                                                                                             |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Zone</b>                                                                                                                                                                               |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| 1 - Up to 5 miles from Friarton                                                                                                                                                           | £50.00+£5.00/tonne   | O                        | £0.00         | £50.00+£5.00/tonne   | £50.00+£20.27/tonne                         | O                        | £0.00         | £50.00+£20.27/tonne  | 28%                                         |  |
| 2 - Between 5 & 20 miles from Friarton                                                                                                                                                    | £100.00+£5.00/tonne  | O                        | £0.00         | £100.00+£5.00/tonne  | £100.00+£20.27/tonne                        | O                        | £0.00         | £100.00+£20.27/tonne | 15%                                         |  |
| 3 - Over 20 miles from Friarton but within PKC boundary                                                                                                                                   | £200.00+£5.00/tonne  | O                        | £0.00         | £200.00+£5.00/tonne  | £200.00+£20.27/tonne                        | O                        | £0.00         | £200.00+£20.27/tonne | 7%                                          |  |
| <b>Commercial and Domestic Skip Hire Charge for Recyclable and Compostable Waste in (35 &amp; 40 cube)</b>                                                                                |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Garden</b>                                                                                                                                                                             |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| <b>Zone</b>                                                                                                                                                                               |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| 1 - Up to 5 miles from Friarton                                                                                                                                                           | £50.00+£38.13/tonne  | O                        | £0.00         | £50.00+£38.13/tonne  | £50.00+£37.21/tonne                         | O                        | £0.00         | £50.00+£37.21/tonne  | -1%                                         |  |
| 2 - Between 5 & 20 miles from Friarton                                                                                                                                                    | £100.00+£38.13/tonne | O                        | £0.00         | £100.00+£38.13/tonne | £100.00+£37.21/tonne                        | O                        | £0.00         | £100.00+£37.21/tonne | -1%                                         |  |
| 3 - Over 20 miles from Friarton but within PKC boundary                                                                                                                                   | £200.00+£38.13/tonne | O                        | £0.00         | £200.00+£38.13/tonne | £200.00+£37.21/tonne                        | O                        | £0.00         | £200.00+£37.21/tonne | 0%                                          |  |
| General Waste Skip Hire Services are available, but only when used in conjunction with the Skips for Recyclable and Compostable Waste.                                                    |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |
| As a minimum, Perth and Kinross Council request that Businesses/Households achieve a recycling/composting rate of 70%, with only 30% accepted as Residual Waste, as part of this service. |                      |                          |               |                      |                                             |                          |               |                      |                                             |  |

| <b>ENVIRONMENT COMMITTEE</b>                                           |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
|------------------------------------------------------------------------|-----------------------|------------|---------|---------------------------------------|--|-----------------------|------------|---------------------|---------------------------------------|------------------------------------------|----|
| <b>ITEM 1: COMMERCIAL AND DOMESTIC WASTE CHARGES</b>                   | Charge Per Lift 16/17 | VAT Status | VAT     | Total Charge Per Lift 16/17 (Inc VAT) |  | Charge Per Lift 17/18 | VAT Status | VAT                 | Total Charge Per Lift 17/18 (Inc VAT) |                                          |    |
| <b>Household Skip Hire (8 &amp; 10 cube - max capacity 2.5 tonnes)</b> |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| <u>Zone</u>                                                            |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| 1 - Less than 5 miles from Friarton                                    | £269.00               | S          | £53.80  | £322.80                               |  | £31.00+£107.92/tonne  | S          | £6.20 + £21.58/tonn | £37.20+£129.50/tonne                  | Change from Flat Rate To Price Per Tonne |    |
| 2 - Between 5 & 20 miles from Friarton                                 | £300.00               | S          | £60.00  | £360.00                               |  | £62.00+£107.92/tonne  | S          | 12.40 + £21.58/tonr | £74.40+£129.50/tonne                  |                                          |    |
| 3 - Over 20 miles from Friarton but within PKC boundary                | £363.00               | S          | £72.60  | £435.60                               |  | £125.00+£107.92/tonne | S          | 25.00 + £21.58/tonr | £150.00+£129.50/tonne                 |                                          |    |
| <b>Household Skip Hire (12 cube - max capacity 4 tonnes)</b>           |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| <u>Zone</u>                                                            |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| 1 - Less than 5 miles from Friarton                                    | £411.00               | S          | £82.20  | £493.20                               |  | £31.00+£107.92/tonne  | S          | £6.20 + £21.58/tonn | £37.20+£129.50/tonne                  | Change from Flat Rate To Price Per Tonne |    |
| 2 - Between 5 & 20 miles from Friarton                                 | £442.00               | S          | £88.40  | £530.40                               |  | £62.00+£107.92/tonne  | S          | 12.40 + £21.58/tonr | £74.40+£129.50/tonne                  |                                          |    |
| 3 - Over 20 miles from Friarton but within PKC boundary                | £505.00               | S          | £101.00 | £606.00                               |  | £125.00+£107.92/tonne | S          | 25.00 + £21.58/tonr | £150.00+£129.50/tonne                 |                                          |    |
| <b>Household Skip Hire (16 cube - max capacity 5 tonnes)</b>           |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| <u>Zone</u>                                                            |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| 1 - Less than 5 miles from Friarton                                    | £506.00               | S          | £101.20 | £607.20                               |  | £31.00+£107.92/tonne  | S          | £6.20 + £21.58/tonn | £37.20+£129.50/tonne                  | Change from Flat Rate To Price Per Tonne |    |
| 2 - Between 5 & 20 miles from Friarton                                 | £537.00               | S          | £107.40 | £644.40                               |  | £62.00+£107.92/tonne  | S          | 12.40 + £21.58/tonr | £74.40+£129.50/tonne                  |                                          |    |
| 3 - Over 20 miles from Friarton but within PKC boundary                | £600.00               | S          | £120.00 | £720.00                               |  | £125.00+£107.92/tonne | S          | 25.00 + £21.58/tonr | £150.00+£129.50/tonne                 |                                          |    |
| <b>Commercial Skip Hire (Up to 16 cube)</b>                            |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| <u>Zone</u>                                                            |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| 1 - Up to 5 miles from Friarton                                        | £31.00+£95.00/tonne   | O          | £0.00   | £31.00+£95.00/tonne                   |  | £31.00+£107.92/tonne  | O          | £0.00               | £31.00+£107.92/tonne                  | 10%                                      |    |
| 2 - Between 5 & 20 miles from Friarton                                 | £62.00+£95.00/tonne   | O          | £0.00   | £62.00+£95.00/tonne                   |  | £62.00+£107.92/tonne  | O          | £0.00               | £62.00+£107.92/tonne                  |                                          | 8% |
| 3 - Over 20 miles from Friarton but within PKC boundary                | £125.00+£95.00/tonne  | O          | £0.00   | £125.00+£95.00/tonne                  |  | £125.00+£107.92/tonne | O          | £0.00               | £125.00+£107.92/tonne                 |                                          | 6% |
| <b>Commercial Skip Hire (35 &amp; 40 cube)</b>                         |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| <u>Zone</u>                                                            |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| 1 - Up to 5 miles from Friarton                                        | £50.00+£95.00/tonne   | O          | £0.00   | £50.00+£95.00/tonne                   |  | £50.00+£107.92/tonne  | O          | £0.00               | £50.00+£107.92/tonne                  | 9%                                       |    |
| 2 - Between 5 & 20 miles from Friarton                                 | £100.00+£95.00/tonne  | O          | £0.00   | £100.00+£95.00/tonne                  |  | £100.00+£107.92/tonne | O          | £0.00               | £100.00+£107.92/tonne                 | 7%                                       |    |
| 3 - Over 20 miles from Friarton but within PKC boundary                | £200.00+£95.00/tonne  | O          | £0.00   | £200.00+£95.00/tonne                  |  | £200.00+£107.92/tonne | O          | £0.00               | £200.00+£107.92/tonne                 | 4%                                       |    |
| <b>Commercial Tipping At Recycling Centres</b>                         |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| Light Van (1/4 tonne assumption)                                       | £23.00                | S          | £4.60   | £27.60                                |  | £26.98                | S          | £5.40               | £32.38                                | 17%                                      |    |
| Panel Van (1/2 tonne assumption)                                       | £45.00                | S          | £9.00   | £54.00                                |  | £53.96                | S          | £10.79              | £64.75                                | 20%                                      |    |
| Trailer up to 1/2 tonne                                                | £45.00                | S          | £9.00   | £54.00                                |  | £53.96                | S          | £10.79              | £64.75                                | 20%                                      |    |
| Trailer over 1/2 tonne                                                 | £90.00                | S          | £18.00  | £108.00                               |  | £107.92               | S          | £21.58              | £129.50                               | 20%                                      |    |
| <b>Garden Waste Tipping At Recycling Centres</b>                       |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| Light Van                                                              | £8.40                 | S          | £1.68   | £10.08                                |  | £9.30                 | S          | £1.86               | £11.16                                | 11%                                      |    |
| Panel Van                                                              | £15.60                | S          | £3.12   | £18.72                                |  | £18.61                | S          | £3.72               | £22.33                                | 19%                                      |    |
| Trailer up to 1/2 tonne                                                | £15.60                | S          | £3.12   | £18.72                                |  | £18.61                | S          | £3.72               | £22.33                                | 19%                                      |    |
| Trailer over 1/2 tonne                                                 | £32.40                | S          | £6.48   | £38.88                                |  | £37.21                | S          | £7.44               | £44.65                                | 15%                                      |    |
| <b>Inert Waste Tipping At Recycling Centres</b>                        |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| Light Van                                                              | £1.75                 | S          | £0.35   | £2.10                                 |  | £5.24                 | S          | £1.05               | £6.29                                 | 300%                                     |    |
| Panel Van                                                              | £3.50                 | S          | £0.70   | £4.20                                 |  | £10.49                | S          | £2.10               | £12.59                                | 300%                                     |    |
| Trailer up to 1/2 tonne                                                | £3.50                 | S          | £0.70   | £4.20                                 |  | £10.49                | S          | £2.10               | £12.59                                | 300%                                     |    |
| Trailer over 1/2 tonne (1 tonne assumption)                            | £7.00                 | S          | £1.40   | £8.40                                 |  | £20.97                | S          | £4.19               | £25.16                                | 300%                                     |    |
| <b>Timber Waste Tipping At Recycling Centres</b>                       |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| Light Van                                                              | £0.00                 | S          | £0.00   | £0.00                                 |  | £0.00                 | S          | £0.00               | £0.00                                 | 0%                                       |    |
| Panel Van                                                              | £0.00                 | S          | £0.00   | £0.00                                 |  | £0.00                 | S          | £0.00               | £0.00                                 | 0%                                       |    |
| Trailer up to 1/2 tonne                                                | £0.00                 | S          | £0.00   | £0.00                                 |  | £0.00                 | S          | £0.00               | £0.00                                 | 0%                                       |    |
| Trailer over 1/2 tonne (1 tonne assumption)                            | £0.00                 | S          | £0.00   | £0.00                                 |  | £0.00                 | S          | £0.00               | £0.00                                 | 0%                                       |    |
| <b>Friarton Weighbridge</b>                                            |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| Inert Waste                                                            | £7.00/tonne           | S          | £1.40   | £8.40/tonne                           |  | £20.97/tonne          | S          | £4.19               | £25.16/tonne                          | 300%                                     |    |
| Garden Waste                                                           | £26.71/tonne          | S          | £5.34   | £32.05/tonne                          |  | £37.21/tonne          | S          | £7.44               | £44.65/tonne                          | 39%                                      |    |
| General Waste                                                          | £90.00/tonne          | S          | £18.00  | £108.00/tonne                         |  | £107.92/tonne         | S          | £21.58              | £129.50/tonne                         | 20%                                      |    |
| Timber Waste                                                           | £0.00/tonne           | S          | £0.00   | £0.00/tonne                           |  | £0.00/tonne           | S          | £0.00               | £0.00/tonne                           | 0%                                       |    |
| <b>Dry Mixed Recyclate Commercial Skip Hire (Up to 16 cube)</b>        |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| <u>Zone</u>                                                            |                       |            |         |                                       |  |                       |            |                     |                                       |                                          |    |
| 1 - Up to 5 miles from Friarton                                        | £31.00+£36.01/tonne   | O          | £0.00   | £31.00+£36.01/tonne                   |  | £31.00+£42.25/tonne   | O          | £0.00               | £31.00+£42.25/tonne                   | 9%                                       |    |
| 2 - Between 5 & 20 miles from Friarton                                 | £62.00+£36.01/tonne   | O          | £0.00   | £62.00+£36.01/tonne                   |  | £62.00+£42.25/tonne   | O          | £0.00               | £62.00+£42.25/tonne                   | 6%                                       |    |
| 3 - Over 20 miles from Friarton but within PKC boundary                | £125.00+£36.01/tonne  | O          | £0.00   | £125.00+£36.01/tonne                  |  | £125.00+£42.25/tonne  | O          | £0.00               | £125.00+£42.25/tonne                  | 4%                                       |    |



| <b>Commercial Food Waste Commercial Skip Hire (Up to 16 cube)</b> |                      |   |       |                      |                      |   |       |                      |     |
|-------------------------------------------------------------------|----------------------|---|-------|----------------------|----------------------|---|-------|----------------------|-----|
| <u>Zone</u>                                                       |                      |   |       |                      |                      |   |       |                      |     |
| 1 - Up to 5 miles from Friarton                                   | £31.00+£55.42/tonne  | O | £0.00 | £31.00+£55.42/tonne  | £31.00+£66.09/tonne  | O | £0.00 | £31.00+£66.09/tonne  | 12% |
| 2 - Between 5 & 20 miles from Friarton                            | £62.00+£55.42/tonne  | O | £0.00 | £62.00+£55.42/tonne  | £62.00+£66.09/tonne  | O | £0.00 | £62.00+£66.09/tonne  | 9%  |
| 3 - Over 20 miles from Friarton but within PKC boundary           | £125.00+£55.42/tonne | O | £0.00 | £125.00+£55.42/tonne | £125.00+£66.09/tonne | O | £0.00 | £125.00+£66.09/tonne | 6%  |

| COMMUNITY SAFETY COMMITTEE                                                                                                                                                                                                                                                                    |                 |               |        |                                 |  |                 |               |        |                                 |    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------|--------|---------------------------------|--|-----------------|---------------|--------|---------------------------------|----|
| ITEM 2: TRADING STANDARDS CHARGES                                                                                                                                                                                                                                                             |                 |               |        |                                 |  |                 |               |        |                                 |    |
|                                                                                                                                                                                                                                                                                               | Charge<br>16/17 | VAT<br>Status | VAT    | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18 | VAT<br>Status | VAT    | Total Charge<br>17/18 (Inc VAT) |    |
| <b>Special Weighing &amp; Measuring Equipment</b>                                                                                                                                                                                                                                             |                 |               |        |                                 |  |                 |               |        |                                 |    |
| Charge per officer hour                                                                                                                                                                                                                                                                       | £100.00         | S             | £20.00 | £120.00                         |  | £104.17         | S             | £20.83 | £125.00                         | 4% |
| <b>Measuring Instrument for Liquid Fuels &amp; Lubricants</b>                                                                                                                                                                                                                                 |                 |               |        |                                 |  |                 |               |        |                                 |    |
| Container type (not subdivided)                                                                                                                                                                                                                                                               | £95.83          | S             | £19.17 | £115.00                         |  | £98.33          | S             | £19.67 | £118.00                         | 3% |
| Single/multi-outlets (nozzels) - first nozzle tested                                                                                                                                                                                                                                          | £150.00         | S             | £30.00 | £180.00                         |  | £154.17         | S             | £30.83 | £185.00                         | 3% |
| - each additional nozzle tested                                                                                                                                                                                                                                                               | £91.67          | S             | £18.33 | £110.00                         |  | £95.83          | S             | £19.17 | £115.00                         | 5% |
| Testing of credit card acceptor (per unit)                                                                                                                                                                                                                                                    | £100.00         | S             | £20.00 | £120.00                         |  | £104.17         | S             | £20.83 | £125.00                         | 4% |
| Charge to cover additional testing costs per officer hour                                                                                                                                                                                                                                     | £100.00         | S             | £20.00 | £120.00                         |  | £104.17         | S             | £20.83 | £125.00                         | 4% |
| <b>Petroleum</b>                                                                                                                                                                                                                                                                              |                 |               |        |                                 |  |                 |               |        |                                 |    |
| Storage capacity - not exceeding 2,500 litres                                                                                                                                                                                                                                                 | £42.00          | O             | £0.00  | £42.00                          |  | £44.00          | O             | £0.00  | £44.00                          | 5% |
| - 2,500 to 50,000 litres                                                                                                                                                                                                                                                                      | £58.00          | O             | £0.00  | £58.00                          |  | £60.00          | O             | £0.00  | £60.00                          | 3% |
| - exceeding 50,000 litres                                                                                                                                                                                                                                                                     | £120.00         | O             | £0.00  | £120.00                         |  | £125.00         | O             | £0.00  | £125.00                         | 4% |
| <b>Explosives (2014 Regs)</b>                                                                                                                                                                                                                                                                 |                 |               |        |                                 |  |                 |               |        |                                 |    |
| Explosives store licence - min separation distance > 0 metres (1 year's duration)                                                                                                                                                                                                             | £178.00         | O             | £0.00  | £178.00                         |  | £185.00         | O             | £0.00  | £185.00                         | 4% |
| Explosives store licence - min separation distance > 0 metres (2 year's duration)                                                                                                                                                                                                             | £234.00         | O             | £0.00  | £234.00                         |  | £243.00         | O             | £0.00  | £243.00                         | 4% |
| Explosives store licence - min separation distance > 0 metres (3 year's duration)                                                                                                                                                                                                             | £292.00         | O             | £0.00  | £292.00                         |  | £304.00         | O             | £0.00  | £304.00                         | 4% |
| Explosives store licence - min separation distance > 0 metres (4 year's duration)                                                                                                                                                                                                             | £360.00         | O             | £0.00  | £360.00                         |  | £374.00         | O             | £0.00  | £374.00                         | 4% |
| Explosives store licence - min separation distance > 0 metres (5 year's duration)                                                                                                                                                                                                             | £407.00         | O             | £0.00  | £407.00                         |  | £423.00         | O             | £0.00  | £423.00                         | 4% |
| Renewal of store licence - min separation distance > 0 metres (1 year's duration)                                                                                                                                                                                                             | £83.00          | O             | £0.00  | £83.00                          |  | £86.00          | O             | £0.00  | £86.00                          | 4% |
| Renewal of store licence - min separation distance > 0 metres (2 year's duration)                                                                                                                                                                                                             | £141.00         | O             | £0.00  | £141.00                         |  | £147.00         | O             | £0.00  | £147.00                         | 4% |
| Renewal of store licence - min separation distance > 0 metres (3 year's duration)                                                                                                                                                                                                             | £198.00         | O             | £0.00  | £198.00                         |  | £206.00         | O             | £0.00  | £206.00                         | 4% |
| Renewal of store licence - min separation distance > 0 metres (4 year's duration)                                                                                                                                                                                                             | £256.00         | O             | £0.00  | £256.00                         |  | £266.00         | O             | £0.00  | £266.00                         | 4% |
| Renewal of store licence - min separation distance > 0 metres (5 year's duration)                                                                                                                                                                                                             | £313.00         | O             | £0.00  | £313.00                         |  | £326.00         | O             | £0.00  | £326.00                         | 4% |
| Explosives store licence - no min separation distance or 0 metres (1 year's duration)                                                                                                                                                                                                         | £105.00         | O             | £0.00  | £105.00                         |  | £109.00         | O             | £0.00  | £109.00                         | 4% |
| Explosives store licence - no min separation distance or 0 metres (2 year's duration)                                                                                                                                                                                                         | £136.00         | O             | £0.00  | £136.00                         |  | £141.00         | O             | £0.00  | £141.00                         | 4% |
| Explosives store licence - no min separation distance or 0 metres (3 year's duration)                                                                                                                                                                                                         | £166.00         | O             | £0.00  | £166.00                         |  | £173.00         | O             | £0.00  | £173.00                         | 4% |
| Explosives store licence - no min separation distance or 0 metres (4 year's duration)                                                                                                                                                                                                         | £198.00         | O             | £0.00  | £198.00                         |  | £206.00         | O             | £0.00  | £206.00                         | 4% |
| Explosives store licence - no min separation distance or 0 metres (5 year's duration)                                                                                                                                                                                                         | £229.00         | O             | £0.00  | £229.00                         |  | £238.00         | O             | £0.00  | £238.00                         | 4% |
| Renewal of store licence - no min separation distance or 0 metres (1 year's duration)                                                                                                                                                                                                         | £52.00          | O             | £0.00  | £52.00                          |  | £54.00          | O             | £0.00  | £54.00                          | 4% |
| Renewal of store licence - no min separation distance or 0 metres (2 year's duration)                                                                                                                                                                                                         | £83.00          | O             | £0.00  | £83.00                          |  | £86.00          | O             | £0.00  | £86.00                          | 4% |
| Renewal of store licence - no min separation distance or 0 metres (3 year's duration)                                                                                                                                                                                                         | £115.00         | O             | £0.00  | £115.00                         |  | £120.00         | O             | £0.00  | £120.00                         | 4% |
| Renewal of store licence - no min separation distance or 0 metres (4 year's duration)                                                                                                                                                                                                         | £146.00         | O             | £0.00  | £146.00                         |  | £152.00         | O             | £0.00  | £152.00                         | 4% |
| Renewal of store licence - no min separation distance or 0 metres (5 year's duration)                                                                                                                                                                                                         | £178.00         | O             | £0.00  | £178.00                         |  | £185.00         | O             | £0.00  | £185.00                         | 4% |
| Explosives registration (one year's duration)                                                                                                                                                                                                                                                 | £105.00         | O             | £0.00  | £105.00                         |  | £105.00         | O             | £0.00  | £105.00                         | 0% |
| Renewal of registration (one year's duration)                                                                                                                                                                                                                                                 | £52.00          | O             | £0.00  | £52.00                          |  | £52.00          | O             | £0.00  | £52.00                          | 0% |
| Varying, Transferring or Replacing licence                                                                                                                                                                                                                                                    | £35.00          | O             | £0.00  | £35.00                          |  | £35.00          | O             | £0.00  | £35.00                          | 0% |
| <b>Miscellaneous</b>                                                                                                                                                                                                                                                                          |                 |               |        |                                 |  |                 |               |        |                                 |    |
| <i>Adjusting service - the fee to be paid for the adjustment of any weight or measure in the course of a service pursuant to Section 74 of the Weights Measures Act 1985 shall be equal to the amount of the fee for testing it with a view to its being passed as fit for use for trade.</i> |                 |               |        |                                 |  |                 |               |        |                                 |    |

| COMMUNITY SAFETY COMMITTEE                                                   |                         |               |        |                                 |  |                         |               |        |                                 |    |
|------------------------------------------------------------------------------|-------------------------|---------------|--------|---------------------------------|--|-------------------------|---------------|--------|---------------------------------|----|
| ITEM 3: ENVIRONMENTAL HEALTH CHARGES                                         |                         |               |        |                                 |  |                         |               |        |                                 |    |
|                                                                              | Charge<br>16/17         | VAT<br>Status | VAT    | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18         | VAT<br>Status | VAT    | Total Charge<br>17/18 (Inc VAT) |    |
| Water Sampling Risk Assessment (Type A) and visit                            | £0.00                   | S             | £0.00  | £0.00                           |  | £0.00                   | S             | £0.00  | £0.00                           | 0% |
| Water Sampling Risk Assessment (Type B) and visit                            | £0.00                   | S             | £0.00  | £0.00                           |  | £0.00                   | S             | £0.00  | £0.00                           | 0% |
| <u>Non-Statutory Water Sampling (VAT applies for non-statutory sampling)</u> |                         |               |        |                                 |  |                         |               |        |                                 |    |
| Routine Request (Visit and Analysis)                                         | £118.00                 | S             | £23.60 | £141.60                         |  | £121.67                 | S             | £24.33 | £146.00                         | 3% |
| B2 Basic Bacto Request                                                       | £101.25                 | S             | £20.25 | £121.50                         |  | £104.17                 | S             | £20.83 | £125.00                         | 3% |
| Single Parameters (available upon request eg Aluminium, Copper, Iron etc)    | From £2.26 to £39.29    | S             |        |                                 |  | From £2.33 to £40.50    | S             |        |                                 | 3% |
| <u>Statutory Water Sampling (No VAT for statutory samples)</u>               |                         |               |        |                                 |  |                         |               |        |                                 |    |
| Check Monitoring (Visit and Analysis)                                        | £145.00                 | E             | £0.00  | £145.00                         |  | £145.00                 | E             | £0.00  | £145.00                         | 0% |
| Check and Audit Monitoring - reduced parameters (Visit and Analysis)         | £145.00                 | E             | £0.00  | £145.00                         |  | £145.00                 | E             | £0.00  | £145.00                         | 0% |
| Check and Audit Monitoring (Visit and Analysis)                              | £360.40                 | E             | £0.00  | £360.40                         |  | £360.40                 | E             | £0.00  | £360.40                         | 0% |
| Single Parameters (available upon request eg Aluminium, Copper, Iron etc)    | From £2.26 to £39.29    | E             |        |                                 |  | From £2.26 to £39.29    | E             |        |                                 | 0% |
| Cinema Licence - 1 screen                                                    | £41.67                  | S             | £8.33  | £50.00                          |  | £43.33                  | S             | £8.67  | £52.00                          | 4% |
| Theatre Licence                                                              | £41.67                  | S             | £8.33  | £50.00                          |  | £43.33                  | S             | £8.67  | £52.00                          | 4% |
| Dangerous wild animals                                                       | Vets fee + £50.00 admin |               |        |                                 |  | Vets fee + £50.00 admin |               |        |                                 | 0% |
| Zoo licence                                                                  | Vets fee + £50.00 admin |               |        |                                 |  | Vets fee + £50.00 admin |               |        |                                 | 0% |
| Pet shop licence                                                             | £95.00                  | O             | £0.00  | £95.00                          |  | £98.00                  | O             | £0.00  | £98.00                          | 3% |
| Registration under performing animals regulation (one off payment)           | £33.00                  | O             | £0.00  | £33.00                          |  | £34.00                  | O             | £0.00  | £34.00                          | 3% |
| Animal boarding licence                                                      | £130.00                 | O             | £0.00  | £130.00                         |  | £134.00                 | O             | £0.00  | £134.00                         | 3% |
| Dog breeding licence                                                         | £88.00                  | O             | £0.00  | £88.00                          |  | £91.00                  | O             | £0.00  | £91.00                          | 3% |
| Riding establishments licence - up to 5 horses                               | £175.00                 | O             | £0.00  | £175.00                         |  | £180.00                 | O             | £0.00  | £180.00                         | 3% |
| - 6 to 10 horses                                                             | £260.00                 | O             | £0.00  | £260.00                         |  | £268.00                 | O             | £0.00  | £268.00                         | 3% |
| - 11 to 15 horses                                                            | £310.00                 | O             | £0.00  | £310.00                         |  | £320.00                 | O             | £0.00  | £320.00                         | 3% |
| - 16 to 20 horses                                                            | £380.00                 | O             | £0.00  | £380.00                         |  | £390.00                 | O             | £0.00  | £390.00                         | 3% |
| - 21 or more horses                                                          | £410.00                 | O             | £0.00  | £410.00                         |  | £422.00                 | O             | £0.00  | £422.00                         | 3% |
| Games dealer licence                                                         | £19.00                  | O             | £0.00  | £19.00                          |  | £20.00                  | O             | £0.00  | £20.00                          | 5% |
| Export certificate                                                           | £12.50                  | S             | £2.50  | £15.00                          |  | £12.50                  | S             | £2.50  | £15.00                          | 0% |
| Venison dealers licence                                                      | £160.00                 | O             | £0.00  | £160.00                         |  | £165.00                 | O             | £0.00  | £165.00                         | 3% |
| Housing grant administration charge                                          | £125.00                 | O             | £0.00  | £125.00                         |  | £125.00                 | O             | £0.00  | £125.00                         | 0% |
| * No VAT is chargeable where a sample is taken for statutory reasons.        |                         |               |        |                                 |  |                         |               |        |                                 |    |

| <b>ENVIRONMENT COMMITTEE</b>                                                                |                 |               |        |                                 |                             |               |        |                                             |  |     |
|---------------------------------------------------------------------------------------------|-----------------|---------------|--------|---------------------------------|-----------------------------|---------------|--------|---------------------------------------------|--|-----|
| <b>ITEM 4: NORTH INCH GOLF COURSE CHARGES</b>                                               | Charge<br>16/17 | VAT<br>Status | VAT    | Total Charge<br>16/17 (Inc VAT) | Proposed<br>Charge<br>17/18 | VAT<br>Status | VAT    | Proposed<br>Total Charge<br>17/18 (Inc VAT) |  |     |
| Full Season Ticket (7 day ticket) - 1st April - 31st March                                  |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - Adult                                                                                     | £232.50         | S             | £46.50 | £279.00                         | £240.83                     | S             | £48.17 | £289.00                                     |  | 4%  |
| - Senior/Concession                                                                         | £157.50         | S             | £31.50 | £189.00                         | £174.17                     | S             | £34.83 | £209.00                                     |  | 11% |
| - Young Adult (18-29yrs)                                                                    | £157.50         | S             | £31.50 | £189.00                         | £174.17                     | S             | £34.83 | £209.00                                     |  | 11% |
| - Junior (17 yrs and under)                                                                 | £16.67          | S             | £3.33  | £20.00                          | £16.67                      | S             | £3.33  | £20.00                                      |  | 0%  |
| 17 months for price of 12 Adult (1st November each year)                                    | £232.50         | S             | £46.50 | £279.00                         | £240.83                     | S             | £48.17 | £289.00                                     |  | 4%  |
| 17 months for price of 12 Senior/Concession/YA (1st November each year)                     | £157.50         | S             | £31.50 | £189.00                         | £174.17                     | S             | £34.83 | £209.00                                     |  | 11% |
| Family Membership (2 Adults & up to 2 Children)                                             | £416.67         | S             | £83.33 | £500.00                         | £416.67                     | S             | £83.33 | £500.00                                     |  | 0%  |
| Get into Golf - Restricted times of play on full golf course - 2 year only before upgrading | £82.50          | S             | £16.50 | £99.00                          | £82.50                      | S             | £16.50 | £99.00                                      |  | 0%  |
| First Steps - 6-hole Short course usage only - Play at any time                             |                 |               |        |                                 | £40.83                      | S             | £8.17  | £49.00                                      |  | NEW |
| Winter Season Ticket 1st Oct to 31st Mar                                                    |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - Adult                                                                                     | £90.83          | S             | £18.17 | £109.00                         | £82.50                      | S             | £16.50 | £99.00                                      |  | -9% |
| - Senior/Concession                                                                         | £65.83          | S             | £13.17 | £79.00                          | £65.83                      | S             | £13.17 | £79.00                                      |  | 0%  |
| - Young Adult (18-29yrs)                                                                    | £65.83          | S             | £13.17 | £79.00                          | £65.83                      | S             | £13.17 | £79.00                                      |  | 0%  |
| - Junior (17 yrs and under)                                                                 | £16.67          | S             | £3.33  | £20.00                          | £16.67                      | S             | £3.33  | £20.00                                      |  | 0%  |
| Summer 18 hole Rounds 1st April to 31st Oct                                                 |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - Adult (weekday)                                                                           | £12.50          | S             | £2.50  | £15.00                          | £14.17                      | S             | £2.83  | £17.00                                      |  | 13% |
| - Adult (weekend)                                                                           | £16.67          | S             | £3.33  | £20.00                          | £16.67                      | S             | £3.33  | £20.00                                      |  | 0%  |
| - Adult 10 round ticket                                                                     |                 |               |        |                                 | £125.00                     | S             | £25.00 | £150.00                                     |  | NEW |
| - Senior/Concession (weekday)                                                               | £10.00          | S             | £2.00  | £12.00                          | £11.67                      | S             | £2.33  | £14.00                                      |  | 17% |
| - Senior/Concession (weekend)                                                               | £13.33          | S             | £2.67  | £16.00                          | £14.17                      | S             | £2.83  | £17.00                                      |  | 6%  |
| - Senior/Concession 10 round ticket                                                         |                 |               |        |                                 | £100.00                     | S             | £20.00 | £120.00                                     |  | NEW |
| - Members Guest (any day)                                                                   | £8.33           | S             | £1.67  | £10.00                          | £8.33                       | S             | £1.67  | £10.00                                      |  | 0%  |
| - Twilight (weekday after 5.30pm)                                                           | £10.00          | S             | £2.00  | £12.00                          | £11.67                      | S             | £2.33  | £14.00                                      |  | 17% |
| - Twilight (weekend after 3pm)                                                              | £13.33          | S             | £2.67  | £16.00                          | £14.17                      | S             | £2.83  | £17.00                                      |  | 6%  |
| - Junior (17 yrs and under weekday)                                                         | £4.17           | S             | £0.83  | £5.00                           | £4.17                       | S             | £0.83  | £5.00                                       |  | 0%  |
| - Junior (17 yrs and under weekend)                                                         | £4.17           | S             | £0.83  | £5.00                           | £4.17                       | S             | £0.83  | £5.00                                       |  | 0%  |
| - Family Ticket After 2pm anyday (2 adult + 2 Junior)                                       | £16.67          | S             | £3.33  | £20.00                          | £16.67                      | S             | £3.33  | £20.00                                      |  | 0%  |
| - Short Course Adult Round                                                                  | £2.92           | S             | £0.58  | £3.50                           | £2.92                       | S             | £0.58  | £3.50                                       |  | 0%  |
| - Short Course Junior Round                                                                 | £2.08           | S             | £0.42  | £2.50                           | £2.08                       | S             | £0.42  | £2.50                                       |  | 0%  |
| - Short Course Family Ticket (2 adults + 2 Kids)                                            | £8.33           | S             | £1.67  | £10.00                          | £8.33                       | S             | £1.67  | £10.00                                      |  | 0%  |
| Summer 9 hole Rounds 1st April to 31st Oct - (1hr 45 min maximum play)                      |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - Adult weekday                                                                             |                 |               |        |                                 | £10.00                      | S             | £2.00  | £12.00                                      |  | NEW |
| - Adult weekend                                                                             |                 |               |        |                                 | £11.67                      | S             | £2.33  | £14.00                                      |  | NEW |
| - Senior/Concession weekday                                                                 |                 |               |        |                                 | £8.33                       | S             | £1.67  | £10.00                                      |  | NEW |
| - Senior/Concession weekend                                                                 |                 |               |        |                                 | £10.00                      | S             | £2.00  | £12.00                                      |  | NEW |
| - Family ticket after 2pm anyday (2 adults + 2 junior)                                      |                 |               |        |                                 | £11.67                      | S             | £2.33  | £14.00                                      |  | NEW |
| Summer 6 hole Rounds 1st April to 31st Oct (1hr 10mins maximum play)                        |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - Adult weekday                                                                             |                 |               |        |                                 | £6.67                       | S             | £1.33  | £8.00                                       |  | NEW |
| - Adult weekend                                                                             |                 |               |        |                                 | £8.33                       | S             | £1.67  | £10.00                                      |  | NEW |
| - Senior/Concession weekday                                                                 |                 |               |        |                                 | £5.83                       | S             | £1.17  | £7.00                                       |  | NEW |
| - Senior/Concession weekend                                                                 |                 |               |        |                                 | £6.67                       | S             | £1.33  | £8.00                                       |  | NEW |
| - Family ticket after 2pm anyday (2 adults + 2 junior)                                      |                 |               |        |                                 | £8.33                       | S             | £1.67  | £10.00                                      |  | NEW |
| Winter Rounds 1st Nov to 31st March                                                         |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - Adult (any day)                                                                           | £8.33           | S             | £1.67  | £10.00                          | £8.33                       | S             | £1.67  | £10.00                                      |  | 0%  |
| - Senior/Concession (any day)                                                               | £8.33           | S             | £1.67  | £10.00                          | £8.33                       | S             | £1.67  | £10.00                                      |  | 0%  |
| - Members Guest (any day)                                                                   | £4.17           | S             | £0.83  | £5.00                           | £4.17                       | S             | £0.83  | £5.00                                       |  | 0%  |
| - Junior (17 yrs and under any day)                                                         | £4.17           | S             | £0.83  | £5.00                           | £4.17                       | S             | £0.83  | £5.00                                       |  | 0%  |
| - Winter greens or reduced course (all categories)                                          | £4.17           | S             | £0.83  | £5.00                           | £4.17                       | S             | £0.83  | £5.00                                       |  | 0%  |
| Group Discount (Summer only)                                                                |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - All categories (weekday -min 8 required)                                                  | £10.00          | S             | £2.00  | £12.00                          | £10.00                      | S             | £2.00  | £12.00                                      |  | 0%  |
| - All categories (weekend -min 8 required)                                                  | £13.33          | S             | £2.67  | £16.00                          | £13.33                      | S             | £2.67  | £16.00                                      |  | 0%  |
| -Online Adult Off Peak weekday 4 ball deal (11am-2pm)                                       | £37.50          | S             | £7.50  | £45.00                          | £41.67                      | S             | £8.33  | £50.00                                      |  | 11% |
| -Online Adult Off Peak weekday 2 ball deal (11am-2pm)                                       | £22.50          | S             | £4.50  | £27.00                          | £25.00                      | S             | £5.00  | £30.00                                      |  | 11% |
| -Online Adult Off Peak weekend 4 ball deal (11am-2pm)                                       | £53.33          | S             | £10.67 | £64.00                          | £53.33                      | S             | £10.67 | £64.00                                      |  | 0%  |
| -Online Adult Off Peak weekend 2 ball deal (11am-2pm)                                       | £30.00          | S             | £6.00  | £36.00                          | £30.00                      | S             | £6.00  | £36.00                                      |  | 0%  |
| Miscellaneous -                                                                             |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - Trolley Hire                                                                              | £2.50           | S             | £0.50  | £3.00                           | £2.50                       | S             | £0.50  | £3.00                                       |  | 0%  |
| - Putting                                                                                   | £0.83           | S             | £0.17  | £1.00                           | £0.83                       | S             | £0.17  | £1.00                                       |  | 0%  |
| - Mini Rakes (Cost to Purchase)                                                             | £5.00           | S             | £1.00  | £6.00                           | £5.00                       | S             | £1.00  | £6.00                                       |  | 0%  |
| FootGolf Rounds 1st April to 31st Mar                                                       |                 |               |        |                                 |                             |               |        |                                             |  |     |
| - Footgolf Adult 9 holes                                                                    |                 |               |        |                                 | £5.83                       | S             | £1.17  | £7.00                                       |  | NEW |
| - Footgolf Adult 18 holes                                                                   |                 |               |        |                                 | £8.33                       | S             | £1.67  | £10.00                                      |  | NEW |
| - Footgolf Senior/Concession 9 holes                                                        |                 |               |        |                                 | £5.00                       | S             | £1.00  | £6.00                                       |  | NEW |
| - Footgolf Senior/Concession 18 holes                                                       |                 |               |        |                                 | £7.50                       | S             | £1.50  | £9.00                                       |  | NEW |
| - Footgolf Junior 9 holes                                                                   |                 |               |        |                                 | £3.33                       | S             | £0.67  | £4.00                                       |  | NEW |
| - Footgolf Junior 18 holes                                                                  |                 |               |        |                                 | £4.17                       | S             | £0.83  | £5.00                                       |  | NEW |
| - Footgolf Family 9 holes (2x Adults & 2x Juniors)                                          |                 |               |        |                                 | £13.33                      | S             | £2.67  | £16.00                                      |  | NEW |

|                                                              |  |  |  |        |   |       |        |     |
|--------------------------------------------------------------|--|--|--|--------|---|-------|--------|-----|
| - Footgolf Family 18 holes (2x Adults & 2x Juniors)          |  |  |  | £16.67 | S | £3.33 | £20.00 | NEW |
| FootGolf Groups and Promotions 1st April to 31st Mar         |  |  |  |        |   |       |        |     |
| - Footgolf Adult 4 ball deal 9 holes                         |  |  |  | £18.33 | S | £3.67 | £22.00 | NEW |
| - Footgolf Adult 4 ball deal 18 holes                        |  |  |  | £25.00 | S | £5.00 | £30.00 | NEW |
| - Footgolf Adult Group 18 holes (min 8 required)             |  |  |  | £5.83  | S | £1.17 | £7.00  | NEW |
| - Footgolf Senior/Concession Group 18 holes (min 8 required) |  |  |  | £5.00  | S | £1.00 | £6.00  | NEW |
| - Footgolf Junior Group 18 holes (min 8 required)            |  |  |  | £3.33  | S | £0.67 | £4.00  | NEW |

| <b>ENVIRONMENT COMMITTEE</b>                                                                                                                                                                                       |                    |               |           |                                 |  |                    |               |                    |                                 |     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|---------------|-----------|---------------------------------|--|--------------------|---------------|--------------------|---------------------------------|-----|
| <b>ITEM 5: FOOTBALL PITCHES &amp; PARKS EVENTS CHARGES</b>                                                                                                                                                         |                    |               |           |                                 |  |                    |               |                    |                                 |     |
|                                                                                                                                                                                                                    | Charge<br>16/17    | VAT<br>Status | VAT       | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18    | VAT<br>Status | VAT                | Total Charge<br>17/18 (Inc VAT) |     |
| Perth Football Pitches - Adult (Season 11 a-side incl changing facilities where available & training)                                                                                                              | £435.00            | S/E           | £87.00    | £522.00                         |  | £450.00            | S/E           | £90.00             | £540.00                         | 3%  |
| - Adult (Per Game 11 a-side)                                                                                                                                                                                       | £36.67             | S             | £7.33     | £44.00                          |  | £37.50             | S             | £7.50              | £45.00                          | 2%  |
| - Adult (Season 7 a-side)                                                                                                                                                                                          | £253.33            | S/E           | £50.67    | £304.00                         |  | £261.67            | S/E           | £52.33             | £314.00                         | 3%  |
| - Adult (Per Game 7 a-side)                                                                                                                                                                                        | £20.83             | S             | £4.17     | £25.00                          |  | £21.67             | S             | £4.33              | £26.00                          | 4%  |
| - Junior Under 18 Years (Season 11 a-side incl changing facilities where available)                                                                                                                                | £181.67            | S/E           | £36.33    | £218.00                         |  | £187.50            | S/E           | £37.50             | £225.00                         | 3%  |
| - Junior Under 18 Years (Per Game 11 a-side)                                                                                                                                                                       | £15.00             | S             | £3.00     | £18.00                          |  | £15.00             | S             | £3.00              | £18.00                          | 0%  |
| - Junior Under 18 Years (Season 7 a-side)                                                                                                                                                                          | £110.00            | S/E           | £22.00    | £132.00                         |  | £112.50            | S/E           | £22.50             | £135.00                         | 2%  |
| - Junior Under 18 Years (Per Game 7 a-side)                                                                                                                                                                        | £9.17              | S             | £1.83     | £11.00                          |  | £9.17              | S             | £1.83              | £11.00                          | 0%  |
| Outwith Perth Football Pitches - Adult (Season 11 a-side incl changing facilities where available & training)                                                                                                      | £333.33            | S/E           | £66.67    | £400.00                         |  | £343.33            | S/E           | £68.67             | £412.00                         | 3%  |
| - Adult (Per Game 11 a-side)                                                                                                                                                                                       | £27.92             | S             | £5.58     | £33.50                          |  | £29.17             | S             | £5.83              | £35.00                          | 4%  |
| - Junior Under 18 Years (Season 11 a-side incl changing facilities where available)                                                                                                                                | £165.00            | S/E           | £33.00    | £198.00                         |  | £170.00            | S/E           | £34.00             | £204.00                         | 3%  |
| - Junior Under 18 Years (Per Game 11 a-side)                                                                                                                                                                       | £13.75             | S             | £2.75     | £16.50                          |  | £14.17             | S             | £2.83              | £17.00                          | 3%  |
| - Junior Under 18 Years (Season 7 a-side)                                                                                                                                                                          | £82.50             | S/E           | £16.50    | £99.00                          |  | £85.00             | S/E           | £17.00             | £102.00                         | 3%  |
| - Junior Under 18 Years (Per Game 7 a-side)                                                                                                                                                                        | £6.88              | S             | £1.38     | £8.25                           |  | £7.08              | S             | £1.42              | £8.50                           | 3%  |
| Parks Events - Commercial Bookings Per Day (North Inch, South Inch & Lesser South Inch)                                                                                                                            | £279.17            | S             | £55.83    | £335.00                         |  | £287.50            | S             | £57.50             | £345.00                         | 3%  |
| - Commercial Bookings Per Day (Other parks & opens spaces across Perth & Kinross)                                                                                                                                  | £115.00            | S             | £23.00    | £138.00                         |  | £118.33            | S             | £23.67             | £142.00                         | 3%  |
| - Commercial Bookings Refundable Deposit (subject to recovery of any costs incurred)                                                                                                                               | £500.00            | O             | £0.00     | £500.00                         |  | £515.00            | O             | £0.00              | £515.00                         | 3%  |
| - Non Commercial Bookings (up to 100 expected attendees)                                                                                                                                                           | £0.00              | S             | £0.00     | £0.00                           |  | £0.00              | S             | £0.00              | £0.00                           | 0%  |
| - Non Commercial Bookings (101 to 500 expected attendees)                                                                                                                                                          | £45.83             | S             | £9.17     | £55.00                          |  | £47.50             | S             | £9.50              | £57.00                          | 4%  |
| - Non Commercial Bookings (501 to 1000 expected attendees)                                                                                                                                                         | £68.75             | S             | £13.75    | £82.50                          |  | £70.83             | S             | £14.17             | £85.00                          | 3%  |
| - Non Commercial Bookings (1000+ expected attendees)                                                                                                                                                               | £91.67             | S             | £18.33    | £110.00                         |  | £95.00             | S             | £19.00             | £114.00                         | 4%  |
| - Balloon Flights                                                                                                                                                                                                  | £18.75             | S             | £3.75     | £22.50                          |  | £19.17             | S             | £3.83              | £23.00                          | 2%  |
| - Small Enterprise Commercial Bookings                                                                                                                                                                             | £47.50             | S             | £9.50     | £57.00                          |  | £48.33             | S             | £9.67              | £58.00                          | 2%  |
| - Refundable Bond For Large Events (Reinstatement Works)                                                                                                                                                           |                    |               |           |                                 |  | £5,000.00          | O             | £0.00              | £5,000.00                       | NEW |
| - Facilities Cleaning Charge                                                                                                                                                                                       |                    |               |           |                                 |  |                    |               |                    |                                 | 0%  |
|                                                                                                                                                                                                                    | Full Cost Recovery | S             | Cost Reco | Full Cost Recovery              |  | Full Cost Recovery | S             | Full Cost Recovery | Full Cost Recovery              |     |
| <b>Note: E = VAT Exempt if paid in one payment.</b>                                                                                                                                                                |                    |               |           |                                 |  |                    |               |                    |                                 |     |
| <b>Note: 25% of all parking charges levied by event organisers will be passed to the Council where vehicles have been parked on public greenspace.</b>                                                             |                    |               |           |                                 |  |                    |               |                    |                                 |     |
| <b>ENVIRONMENT COMMITTEE</b>                                                                                                                                                                                       |                    |               |           |                                 |  |                    |               |                    |                                 |     |
| <b>ITEM 6: MISCELLANEOUS FACILITIES CHARGES</b>                                                                                                                                                                    |                    |               |           |                                 |  |                    |               |                    |                                 |     |
|                                                                                                                                                                                                                    | Charge<br>16/17    | VAT<br>Status | VAT       | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18    | VAT<br>Status | VAT                | Total Charge<br>17/18 (Inc VAT) |     |
| Caravan Rallies - Outwith Caravan Parks Per Van Per Night                                                                                                                                                          | £5.83              | S             | £1.17     | £7.00                           |  | £5.83              | S             | £1.17              | £7.00                           | 0%  |
| Liberation of Pigeons - Per vehicle                                                                                                                                                                                | £20.83             | S             | £4.17     | £25.00                          |  | £20.83             | S             | £4.17              | £25.00                          | 0%  |
| <b>NB: i) Bowling Season tickets are valid only at the green at which they are purchased with the exception that they admit holders to any Council green for competitions organised by the Corporation League.</b> |                    |               |           |                                 |  |                    |               |                    |                                 |     |
| <b>ii) Family tickets are based on 2 adults and 2 children with any additional children charged at the single rate.</b>                                                                                            |                    |               |           |                                 |  |                    |               |                    |                                 |     |

| <b>ENVIRONMENT COMMITTEE</b>                                                                                                                                                                                               |                                   |               |            |                                 |  |                                   |               |               |                                 |    |
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| <b>ITEM 7: BEREAVEMENT SERVICES - BURIAL CHARGES</b>                                                                                                                                                                       |                                   |               |            |                                 |  |                                   |               |               |                                 |    |
|                                                                                                                                                                                                                            | Charge<br>16/17                   | VAT<br>Status | VAT        | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18                   | VAT<br>Status | VAT           | Total Charge<br>17/18 (Inc VAT) |    |
| Sale Of Lairs - Full Lair                                                                                                                                                                                                  | £855.00                           | O             | £0.00      | £855.00                         |  | £880.00                           | O             | £0.00         | £880.00                         | 3% |
| - Half Lair (where available)                                                                                                                                                                                              | £427.00                           | O             | £0.00      | £427.00                         |  | £440.00                           | O             | £0.00         | £440.00                         | 3% |
| - Quarter Lair (where available)                                                                                                                                                                                           | £214.00                           | O             | £0.00      | £214.00                         |  | £220.00                           | O             | £0.00         | £220.00                         | 3% |
| Transfer of Lair Ownership                                                                                                                                                                                                 | £35.83                            | S             | £7.17      | £43.00                          |  | £36.67                            | S             | £7.33         | £44.00                          | 2% |
| Interment Fees - Stillborn babies & Infants (up to 2 yrs)                                                                                                                                                                  | £0.00                             | O             | £0.00      | £0.00                           |  | £0.00                             | O             | £0.00         | £0.00                           | 0% |
| - Child (2-15yrs)                                                                                                                                                                                                          | £134.00                           | O             | £0.00      | £134.00                         |  | £138.00                           | O             | £0.00         | £138.00                         | 3% |
| - Adult (16yrs & over)                                                                                                                                                                                                     | £891.00                           | O             | £0.00      | £891.00                         |  | £918.00                           | O             | £0.00         | £918.00                         | 3% |
| - Cremated Remains (Casket Burial)                                                                                                                                                                                         | £206.00                           | O             | £0.00      | £206.00                         |  | £212.00                           | O             | £0.00         | £212.00                         | 3% |
| - Scattered Ashes (under turf)                                                                                                                                                                                             | £67.00                            | O             | £0.00      | £67.00                          |  | £69.00                            | O             | £0.00         | £69.00                          | 3% |
| - Exhumation                                                                                                                                                                                                               | Cost Recovery                     | S             | ost Recove | Cost Recovery                   |  | Cost Recovery                     | S             | Cost Recovery | Cost Recovery                   | 0% |
| - Excavation of Foundation for Headstone                                                                                                                                                                                   | £145.83                           | S             | £29.17     | £175.00                         |  | £150.00                           | S             | £30.00        | £180.00                         | 3% |
| - Marking Grave for Placement of Small Memorial                                                                                                                                                                            | £68.33                            | S             | £13.67     | £82.00                          |  | £70.00                            | S             | £14.00        | £84.00                          | 2% |
| Memorial Mason Registration - Annual Charge                                                                                                                                                                                | £165.00                           | O             | £0.00      | £165.00                         |  | £170.00                           | O             | £0.00         | £170.00                         | 3% |
| Memorial Mason Registration - Charge Per Visit                                                                                                                                                                             | £34.17                            | S             | £6.83      | £41.00                          |  | £35.00                            | S             | £7.00         | £42.00                          | 2% |
| Memorial Levy                                                                                                                                                                                                              | £68.33                            | S             | £13.67     | £82.00                          |  | £70.00                            | S             | £14.00        | £84.00                          | 2% |
| Search Fee - Per half hour charge                                                                                                                                                                                          | £24.17                            | S             | £4.83      | £29.00                          |  | £25.00                            | S             | £5.00         | £30.00                          | 3% |
| <i>NB: A 25% surcharge is applied to all interments (by special arrangement only) taking place on Saturdays before 12 noon. No interments take place after 12 noon on Saturdays or all day Sunday and Public Holidays.</i> |                                   |               |            |                                 |  |                                   |               |               |                                 |    |
| <b>ENVIRONMENT COMMITTEE</b>                                                                                                                                                                                               |                                   |               |            |                                 |  |                                   |               |               |                                 |    |
| <b>ITEM 8: BEREAVEMENT SERVICES - CREMATION CHARGES</b>                                                                                                                                                                    |                                   |               |            |                                 |  |                                   |               |               |                                 |    |
|                                                                                                                                                                                                                            | Charge<br>16/17                   | VAT<br>Status | VAT        | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18                   | VAT<br>Status | VAT           | Total Charge<br>17/18 (Inc VAT) |    |
| Cremation - Stillborn babies & Infants (up to 2 yrs)                                                                                                                                                                       | £0.00                             | E             | £0.00      | £0.00                           |  | £0.00                             | E             | £0.00         | £0.00                           | 0% |
| - Child (2-15yrs)                                                                                                                                                                                                          | £144.00                           | E             | £0.00      | £144.00                         |  | £148.00                           | E             | £0.00         | £148.00                         | 3% |
| - Adult (16yrs & over)                                                                                                                                                                                                     | £649.00                           | E             | £0.00      | £649.00                         |  | £668.00                           | E             | £0.00         | £668.00                         | 3% |
| - Abatement Levy (excluding stillborn babies & infants up to 2 yrs)                                                                                                                                                        | £100.00                           | E             | £0.00      | £100.00                         |  | £100.00                           | E             | £0.00         | £100.00                         | 0% |
| - Scattering of Ashes (Service at Perth)                                                                                                                                                                                   | £23.00                            | E             | £0.00      | £23.00                          |  | £24.00                            | E             | £0.00         | £24.00                          | 4% |
| - Scattering of Ashes (Service at External Crematorium)                                                                                                                                                                    | £57.00                            | E             | £0.00      | £57.00                          |  | £58.00                            | E             | £0.00         | £58.00                          | 2% |
| - Scattering of Ashes (Under turf)                                                                                                                                                                                         | £67.00                            | E             | £0.00      | £67.00                          |  | £69.00                            | E             | £0.00         | £69.00                          | 3% |
| Memorial Options - Book of Remembrance (2 line entry)                                                                                                                                                                      | £45.83                            | S             | £9.17      | £55.00                          |  | £47.50                            | S             | £9.50         | £57.00                          | 4% |
| - Book of Remembrance (5 line entry)                                                                                                                                                                                       | £74.17                            | S             | £14.83     | £89.00                          |  | £76.67                            | S             | £15.33        | £92.00                          | 3% |
| - Book of Remembrance (8 line entry)                                                                                                                                                                                       | £104.17                           | S             | £20.83     | £125.00                         |  | £107.50                           | S             | £21.50        | £129.00                         | 3% |
| - Miniature Books of Remembrance (2 line entry)                                                                                                                                                                            | £83.33                            | S             | £16.67     | £100.00                         |  | £85.83                            | S             | £17.17        | £103.00                         | 3% |
| - Miniature Books of Remembrance (5 line entry)                                                                                                                                                                            | £110.83                           | S             | £22.17     | £133.00                         |  | £114.17                           | S             | £22.83        | £137.00                         | 3% |
| - Miniature Books of Remembrance (8 line entry)                                                                                                                                                                            | £144.17                           | S             | £28.83     | £173.00                         |  | £148.33                           | S             | £29.67        | £178.00                         | 3% |
| - Memorial Cards (2 line entry)                                                                                                                                                                                            | £58.33                            | S             | £11.67     | £70.00                          |  | £60.00                            | S             | £12.00        | £72.00                          | 3% |
| - Memorial Cards (5 line entry)                                                                                                                                                                                            | £95.00                            | S             | £19.00     | £114.00                         |  | £97.50                            | S             | £19.50        | £117.00                         | 3% |
| - Memorial Cards (8 line entry)                                                                                                                                                                                            | £118.33                           | S             | £23.67     | £142.00                         |  | £121.67                           | S             | £24.33        | £146.00                         | 3% |
| - Memorial Cards (Photograph)                                                                                                                                                                                              | £58.33                            | S             | £11.67     | £70.00                          |  | £60.00                            | S             | £12.00        | £72.00                          | 3% |
| - Memorial Cards (Family Crest)                                                                                                                                                                                            | £58.33                            | S             | £11.67     | £70.00                          |  | £60.00                            | S             | £12.00        | £72.00                          | 3% |
| - Memorial Cards (Floral Motif)                                                                                                                                                                                            | £58.33                            | S             | £11.67     | £70.00                          |  | £60.00                            | S             | £12.00        | £72.00                          | 3% |
| - Memorial Cards (Coat of Arms)                                                                                                                                                                                            | £58.33                            | S             | £11.67     | £70.00                          |  | £60.00                            | S             | £12.00        | £72.00                          | 3% |
| - Caskets                                                                                                                                                                                                                  | £56.67                            | S             | £11.33     | £68.00                          |  | £58.33                            | S             | £11.67        | £70.00                          | 3% |
| Lease of Memorials - Granite plaques in Garden of Remembrance (10yr lease)                                                                                                                                                 | £237.50                           | S             | £47.50     | £285.00                         |  | £245.00                           | S             | £49.00        | £294.00                         | 3% |
| - Granite plaques in Garden of Remembrance (20yr lease)                                                                                                                                                                    | £412.50                           | S             | £82.50     | £495.00                         |  | £425.00                           | S             | £85.00        | £510.00                         | 3% |
| - Wall plaques in Summer Garden (10yr lease)                                                                                                                                                                               | £237.50                           | S             | £47.50     | £285.00                         |  | £245.00                           | S             | £49.00        | £294.00                         | 3% |
| - Wall plaques in Summer Garden (20yr lease)                                                                                                                                                                               | £412.50                           | S             | £82.50     | £495.00                         |  | £425.00                           | S             | £85.00        | £510.00                         | 3% |
| - Sandstone Boulder Type Memorial                                                                                                                                                                                          | £287.50                           | S             | £57.50     | £345.00                         |  | £295.83                           | S             | £59.17        | £355.00                         | 3% |
| - Granite/Sandstone Flower Memorial                                                                                                                                                                                        | £475.00                           | S             | £95.00     | £570.00                         |  | £489.17                           | S             | £97.83        | £587.00                         | 3% |
| - Blue Granite Flower Memorial                                                                                                                                                                                             | £679.17                           | S             | £135.83    | £815.00                         |  | £700.00                           | S             | £140.00       | £840.00                         | 3% |
| - Memorial engraving on stones (engraving per letter)                                                                                                                                                                      | Engraving cost + £2.00 per letter |               |            |                                 |  | Engraving cost + £2.00 per letter |               |               |                                 |    |

| <b>ENVIRONMENT COMMITTEE</b>                                                                                                                                                                                                                                                                   |                 |               |       |                                 |  |                 |               |       |                                 |      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------|-------|---------------------------------|--|-----------------|---------------|-------|---------------------------------|------|
| <b>ITEM 9: FLEET CHARGES</b>                                                                                                                                                                                                                                                                   |                 |               |       |                                 |  |                 |               |       |                                 |      |
|                                                                                                                                                                                                                                                                                                | Charge<br>16/17 | VAT<br>Status | VAT   | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18 | VAT<br>Status | VAT   | Total Charge<br>17/18 (Inc VAT) |      |
| MOT                                                                                                                                                                                                                                                                                            |                 |               |       |                                 |  |                 |               |       |                                 |      |
| -Class 4 - Car (Up to 8 passenger seats)                                                                                                                                                                                                                                                       | £54.85          | E             | £0.00 | £54.85                          |  | £54.85          | E             | £0.00 | £54.85                          | 0%   |
| -Class 5 (13-16 passenger seats)                                                                                                                                                                                                                                                               | £59.55          | E             | £0.00 | £59.55                          |  | £59.55          | E             | £0.00 | £59.55                          | 0%   |
| -Class 5 (More than 16 passenger seats)                                                                                                                                                                                                                                                        | £80.65          | E             | £0.00 | £80.65                          |  | £80.65          | E             | £0.00 | £80.65                          | 0%   |
| -Class 7 (Up to 3.5 tonnes)                                                                                                                                                                                                                                                                    | £58.60          | E             | £0.00 | £58.60                          |  | £58.60          | E             | £0.00 | £58.60                          | 0%   |
| <b>ENVIRONMENT COMMITTEE</b>                                                                                                                                                                                                                                                                   |                 |               |       |                                 |  |                 |               |       |                                 |      |
| <b>ITEM 10: SMOKING CHARGES</b>                                                                                                                                                                                                                                                                |                 |               |       |                                 |  |                 |               |       |                                 |      |
|                                                                                                                                                                                                                                                                                                | Charge<br>16/17 | VAT<br>Status | VAT   | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18 | VAT<br>Status | VAT   | Total Charge<br>17/18 (Inc VAT) |      |
| Fixed Penalty Notice - issued to a person having the management or control of no-smoking premises, you permitted another person to smoke within those premises (Part 1, Section 1)*                                                                                                            | £200.00         | O             | £0.00 | £200.00                         |  | £200.00         | O             | £0.00 | £200.00                         | 0%   |
| If paid within 14 days from the day after this Notice was issued (Section 1 & 3)*                                                                                                                                                                                                              | £150.00         | O             | £0.00 | £150.00                         |  | £150.00         | O             | £0.00 | £150.00                         | 0%   |
| Fixed Penalty Notice - issued if you were smoking within no-smoking premises (Part 1, Section 2)*                                                                                                                                                                                              | £50.00          | O             | £0.00 | £50.00                          |  | £50.00          | O             | £0.00 | £50.00                          | 0%   |
| If paid within 14 days from the day after this Notice was issued (Section 2)*                                                                                                                                                                                                                  | £30.00          | O             | £0.00 | £30.00                          |  | £30.00          | O             | £0.00 | £30.00                          | 0%   |
| Fixed Penalty Notice - issued to a person having the management or control of no-smoking premises, you failed to conspicuously display appropriate warning notices in, on or near to those premises (Part 1 Section 3)*                                                                        | £200.00         | O             | £0.00 | £200.00                         |  | £200.00         | O             | £0.00 | £200.00                         | 0%   |
| <i>N.B. Failure to discharge payment within 28 days from the date after the Notice was served will result in Perth &amp; Kinross Council reporting the matter to the Procurator Fiscal or instigating proceedings to recover the amount of the Notice through the use of Sheriff Officers.</i> |                 |               |       |                                 |  |                 |               |       |                                 |      |
| <i>* Smoking, Health &amp; Social Care (Scotland) Act 2005</i>                                                                                                                                                                                                                                 |                 |               |       |                                 |  |                 |               |       |                                 |      |
| <b>COMMUNITY SAFETY COMMITTEE</b>                                                                                                                                                                                                                                                              |                 |               |       |                                 |  |                 |               |       |                                 |      |
| <b>ITEM 11: DOG FOULING CHARGES</b>                                                                                                                                                                                                                                                            |                 |               |       |                                 |  |                 |               |       |                                 |      |
|                                                                                                                                                                                                                                                                                                | Charge<br>16/17 | VAT<br>Status | VAT   | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18 | VAT<br>Status | VAT   | Total Charge<br>17/18 (Inc VAT) |      |
| Fixed Penalty Notice - issued*                                                                                                                                                                                                                                                                 | £40.00          | O             | £0.00 | £40.00                          |  | £80.00          | O             | £0.00 | £80.00                          | 100% |
| If a fixed penalty is unpaid after the expiry of the period for paying, Perth & Kinross Council will report the matter to the Sheriff Officer.                                                                                                                                                 |                 |               |       |                                 |  |                 |               |       |                                 |      |
| <i>Dog Fouling (Scotland) Act 2003</i>                                                                                                                                                                                                                                                         |                 |               |       |                                 |  |                 |               |       |                                 |      |
| <b>ENVIRONMENT COMMITTEE</b>                                                                                                                                                                                                                                                                   |                 |               |       |                                 |  |                 |               |       |                                 |      |
| <b>ITEM 12: LITTER CHARGES</b>                                                                                                                                                                                                                                                                 |                 |               |       |                                 |  |                 |               |       |                                 |      |
|                                                                                                                                                                                                                                                                                                | Charge<br>16/17 | VAT<br>Status | VAT   | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18 | VAT<br>Status | VAT   | Total Charge<br>17/18 (Inc VAT) |      |
| Fixed Penalty Notice - issued*                                                                                                                                                                                                                                                                 | £80.00          | O             | £0.00 | £80.00                          |  | £80.00          | O             | £0.00 | £80.00                          | 0%   |
| If a fixed penalty is unpaid after the expiry of the period for paying Perth & Kinross Council will report the matter to the Procurator Fiscal.                                                                                                                                                |                 |               |       |                                 |  |                 |               |       |                                 |      |
| <i>*Environmental Protection Act 1990</i>                                                                                                                                                                                                                                                      |                 |               |       |                                 |  |                 |               |       |                                 |      |



| ENTERPRISE & INFRASTRUCTURE COMMITTEE                                                                                                                                                                                           |                   |               |        |                                 |  |                   |               |        |                                 |    |
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| ITEM 13: PLANNING & BUILDING STANDARDS CHARGES                                                                                                                                                                                  |                   |               |        |                                 |  |                   |               |        |                                 |    |
|                                                                                                                                                                                                                                 | Charge<br>16/17   | VAT<br>Status | VAT    | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18   | VAT<br>Status | VAT    | Total Charge<br>17/18 (Inc VAT) |    |
| <u>Planning Permission</u>                                                                                                                                                                                                      |                   |               |        |                                 |  |                   |               |        |                                 |    |
| - Erection of Dwellinghouse - for each 0.1 hectare, subject to a maximum of £10,028                                                                                                                                             | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| - Other than outline planning permission - for each dwellinghouse to be created, subject to a maximum of £20,055                                                                                                                | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| - Erection of Buildings - for each 0.1 hectare, subject to maximum of £10,028                                                                                                                                                   | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| - Erection of Buildings - other than outline planning permission - Where no floor space is to be created by the development                                                                                                     | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| Where the area of gross floor space to be created does not exceed 40 sq mt                                                                                                                                                      | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| Where the area of gross floor space to be created exceeds 40 sq mt but not 74 sq mt                                                                                                                                             | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| Where the gross floor space to be created by the development exceeds 75 sq mt, £401 for each 75sq mt, subject to a maximum of £10,028                                                                                           | £401.00/ 75 sq mt | O             | £0.00  | £401.00/ 75 sq mt               |  | £401.00/ 75 sq mt | O             | £0.00  | £401.00/ 75 sq mt               | 0% |
| <u>The erection of land used for the purpose of agriculture, of buildings to be used for agricultural purposes</u>                                                                                                              |                   |               |        |                                 |  |                   |               |        |                                 |    |
| - For planning permission for each 0.1 hectare, subject to maximum of £10,028                                                                                                                                                   | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| - Where the ground area to be covered exceeds 465 sq mtr but does not exceed 540 sq mt                                                                                                                                          | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| - Where the ground area to be covered by the development exceeds 540 sq mt, £401 for the first 540 sq mt and, £401 for each 75 sq mt in excess of that figure, subject to a maximum of £20,055                                  | £401.00/ 75 sq mt | O             | £0.00  | £401.00/ 75 sq mt               |  | £401.00/ 75 sq mt | O             | £0.00  | £401.00/ 75 sq mt               | 0% |
|                                                                                                                                                                                                                                 | £401.00/ 75 sq mt | O             | £0.00  | £401.00/ 75 sq mt               |  | £401.00/ 75 sq mt | O             | £0.00  | £401.00/ 75 sq mt               | 0% |
| <u>The erection of glasshouses on land used for the purposes of agriculture</u>                                                                                                                                                 |                   |               |        |                                 |  |                   |               |        |                                 |    |
| - Where the ground area to be covered by the development exceeds 465 sq mt                                                                                                                                                      | £2,321.00         | O             | £0.00  | £2,321.00                       |  | £2,321.00         | O             | £0.00  | £2,321.00                       | 0% |
| <u>The erection, alteration or replacement of plant or machinery</u>                                                                                                                                                            |                   |               |        |                                 |  |                   |               |        |                                 |    |
| - for each 0.1 hectare, subject to a maximum of £20,055                                                                                                                                                                         | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| <u>The enlargement, improvement or other alteration of existing dwellinghouse - one dwelling</u>                                                                                                                                |                   |               |        |                                 |  |                   |               |        |                                 |    |
| - two or more dwellinghouses                                                                                                                                                                                                    | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
|                                                                                                                                                                                                                                 | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| <u>The carrying out of operations, including the erection of a building, within the curtilage of an existing dwellinghouse, for purposes ancillary to the enjoyment of the dwellinghouse</u>                                    |                   |               |        |                                 |  |                   |               |        |                                 |    |
|                                                                                                                                                                                                                                 | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| <u>The erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwellinghouse</u>                                                                          |                   |               |        |                                 |  |                   |               |        |                                 |    |
|                                                                                                                                                                                                                                 | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| <u>The construction of car parks, service roads and other means of access on land used for the purposes of a single undertaking, where the development is required for a purpose incidental to the existing use of the land</u> |                   |               |        |                                 |  |                   |               |        |                                 |    |
|                                                                                                                                                                                                                                 | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| <u>The carrying out of any operations</u>                                                                                                                                                                                       |                   |               |        |                                 |  |                   |               |        |                                 |    |
| - connected with exploratory drilling for oil or natural gas, for each 0.1 hectare, subject to a maximum of £30,240                                                                                                             | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| - The winning & working of minerals, for each 0.1 hectare, subject to a maximum of £30,240                                                                                                                                      | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| - The winning and working of peat, for each hectare, subject to a maximum of £3,024                                                                                                                                             | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| - Any other purpose, for each 0.1 hectare of the site, subject to a maximum of £2,016                                                                                                                                           | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| - Bad Neighbour, S34 (advert)                                                                                                                                                                                                   | £50.92            | S             | £10.18 | £61.10                          |  | £50.92            | S             | £10.18 | £61.10                          | 0% |
| - Unable to identify adjoining property (advert)                                                                                                                                                                                | £50.92            | S             | £10.18 | £61.10                          |  | £50.92            | S             | £10.18 | £61.10                          | 0% |
| <u>Uses of Land</u>                                                                                                                                                                                                             |                   |               |        |                                 |  |                   |               |        |                                 |    |
| <u>The change of use of a building to use as one or more separate dwelling houses</u>                                                                                                                                           |                   |               |        |                                 |  |                   |               |        |                                 |    |
| - for each additional dwellinghouse to be created, subject to a maximum of £20,055                                                                                                                                              | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| - for the purpose of refuse or waste materials for each 0.1 hectare, maximum of £30,240                                                                                                                                         | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |
| <u>The making of material change in the use of a building or land</u>                                                                                                                                                           |                   |               |        |                                 |  |                   |               |        |                                 |    |
|                                                                                                                                                                                                                                 | £401.00           | O             | £0.00  | £401.00                         |  | £401.00           | O             | £0.00  | £401.00                         | 0% |
| Advertising - applications for the display of advertising                                                                                                                                                                       | £202.00           | O             | £0.00  | £202.00                         |  | £202.00           | O             | £0.00  | £202.00                         | 0% |

| ENTERPRISE & INFRASTRUCTURE COMMITTEE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                            |               |       |                                 |  |                                                                                                                             |               |       |                                 |    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|---------------|-------|---------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------|---------------|-------|---------------------------------|----|
| ITEM 13: PLANNING & BUILDING STANDARDS CHARGES cont'd                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                            |               |       |                                 |  |                                                                                                                             |               |       |                                 |    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Charge<br>16/17                                                                                                            | VAT<br>Status | VAT   | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18                                                                                                             | VAT<br>Status | VAT   | Total Charge<br>17/18 (Inc VAT) |    |
| <b>Concessionary Fees and Exemptions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                            |               |       |                                 |  |                                                                                                                             |               |       |                                 |    |
| - Works to alter or extend an existing dwellinghouse or to carry out operations within curtilage                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | No Fee                                                                                                                     |               |       |                                 |  | No Fee                                                                                                                      |               |       |                                 |    |
| - Applications required by reason of an <b>Article 4*</b> direction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | No Fee                                                                                                                     |               |       |                                 |  | No Fee                                                                                                                      |               |       |                                 |    |
| - Applications required because of the removal of permitted development rights by a condition attached to a planning permission.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | No Fee                                                                                                                     |               |       |                                 |  | No Fee                                                                                                                      |               |       |                                 |    |
| - Application by Community Council (including advertisement applications)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Half the Normal Fee                                                                                                        | O             | £0.00 |                                 |  | Half the Normal Fee                                                                                                         | O             | £0.00 |                                 | 0% |
| - Revised application for development of the same character or description within 12 months of refusal or withdrawal of an earlier application.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | No Fee                                                                                                                     |               |       |                                 |  | No Fee                                                                                                                      |               |       |                                 |    |
| - Revised or fresh application for development of the same character or description within 12 months of receiving permission                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | No Fee                                                                                                                     |               |       |                                 |  | No Fee                                                                                                                      |               |       |                                 |    |
| Alternative Schemes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Highest of the fees applicable for each option and a sum equal to half the rest.                                           |               |       |                                 |  | Highest of the fees applicable for each option and a sum equal to half the rest.                                            |               |       |                                 |    |
| Development crossing planning authority boundaries requiring several applications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Only one fee, paid to the authority having the larger site but calculated for whole scheme and subject to special calling. |               |       |                                 |  | Only one fee, paid to the authority having the larger site but calculated for whole scheme, and subject to special calling. |               |       |                                 |    |
| <b>Prior Notification</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                            |               |       |                                 |  |                                                                                                                             |               |       |                                 |    |
| Applications for determination as to whether the prior approval of the Authority is required for agricultural/ forestry buildings with permitted development rights                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | £78.00                                                                                                                     | O             | £0.00 | £78.00                          |  | £78.00                                                                                                                      | O             | £0.00 | £78.00                          | 0% |
| Applications for determination as to whether the prior approval of the Authority is required for the Demolition of Buildings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | £78.00                                                                                                                     | O             | £0.00 | £78.00                          |  | £78.00                                                                                                                      | O             | £0.00 | £78.00                          | 0% |
| <b>Certificates of Lawful Use or Development</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                            |               |       |                                 |  |                                                                                                                             |               |       |                                 |    |
| - Section 150 (1)(a) or (b)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Amount in main table                                                                                                       |               |       |                                 |  | Amount in main table                                                                                                        |               |       |                                 | 0% |
| - Section 150 (1)(c)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | £202.00                                                                                                                    | O             | £0.00 | £202.00                         |  | £202.00                                                                                                                     | O             | £0.00 | £202.00                         | 0% |
| - Section 151 (1)(a & b)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Half the amount in main table                                                                                              |               |       |                                 |  | Half the amount in main table                                                                                               |               |       |                                 | 0% |
| - Section 150 (1)(a)<br>- use as one or more dwellinghouses, £401 each dwelling, subject to a maximum of £20,055                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | £401.00                                                                                                                    | O             | £0.00 | £401.00                         |  | £401.00                                                                                                                     | O             | £0.00 | £401.00                         | 0% |
| High Hedge Applications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | £270.00                                                                                                                    | O             | £0.00 | £270.00                         |  | £270.00                                                                                                                     | O             | £0.00 | £270.00                         | 0% |
| <b>Notes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                            |               |       |                                 |  |                                                                                                                             |               |       |                                 |    |
| <p>1. Duplicate applications made by the same applicant within 28 days</p> <p>2. The fees payable for deemed applications under Section 133(7) of the 1997 Town &amp; County Planning Act are double those payable for applications for planning permission.</p> <p>3. There is no provision in the regulations for the refund of fees paid to Planning Authorities in respect of applications.</p> <p>4. The area of the site must be clearly stated in hectares on the application form and the submitted plan.</p> <p>5. The additional gross floor space created by the development must be clearly indicated in sq metres on the application form and the submitted plan (n.b. External Measurements).</p> <p>6. All applications must be accompanied by the appropriate fee.</p> |                                                                                                                            |               |       |                                 |  |                                                                                                                             |               |       |                                 |    |
| <b>* Article 4 - Direction order removing certain permitted development rights.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                            |               |       |                                 |  |                                                                                                                             |               |       |                                 |    |

| ENTERPRISE & INFRASTRUCTURE COMMITTEE                                           |                                             |               |       |                                 |  |                                             |               |       |                                 |    |
|---------------------------------------------------------------------------------|---------------------------------------------|---------------|-------|---------------------------------|--|---------------------------------------------|---------------|-------|---------------------------------|----|
| ITEM 13: PLANNING & BUILDING STANDARDS CHARGES cont'd                           |                                             |               |       |                                 |  |                                             |               |       |                                 |    |
|                                                                                 | Charge<br>16/17                             | VAT<br>Status | VAT   | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18                             | VAT<br>Status | VAT   | Total Charge<br>17/18 (Inc VAT) |    |
| <b>Administration</b>                                                           |                                             |               |       |                                 |  |                                             |               |       |                                 |    |
| Copy of Planning Approval                                                       | £8.51                                       | S             | £1.49 | £10.00                          |  | £8.51                                       | S             | £1.49 | £10.00                          | 0% |
| Copy of Certificate of Completion                                               | £8.51                                       | S             | £1.49 | £10.00                          |  | £8.51                                       | S             | £1.49 | £10.00                          | 0% |
| Copy of Building Warrant Decision                                               | £8.51                                       | S             | £1.49 | £10.00                          |  | £8.51                                       | S             | £1.49 | £10.00                          | 0% |
| Copy of Plans                                                                   | By Arrangement with the Environment Service |               |       |                                 |  | By Arrangement with the Environment Service |               |       |                                 | 0% |
| Local Plans pre 2013                                                            | £15.00                                      | O             | £0.00 | £15.00                          |  | £15.00                                      | O             | £0.00 | £15.00                          | 0% |
| New Local Development Plan                                                      | £50.00                                      | O             | £0.00 | £50.00                          |  | £50.00                                      | O             | £0.00 | £50.00                          | 0% |
| Search Fee (Planning search back 10 years)                                      | £42.55                                      | S             | £7.45 | £50.00                          |  | £42.55                                      | S             | £7.45 | £50.00                          | 0% |
| Search Fee (Building Standards - 25 years)                                      | £42.55                                      | S             | £7.45 | £50.00                          |  | £42.55                                      | S             | £7.45 | £50.00                          | 0% |
| Property Enquiries                                                              | £80.00                                      | O             | £0.00 | £80.00                          |  | £80.00                                      | O             | £0.00 | £80.00                          | 0% |
| Letter of Comfort for Building Standards                                        | £300.00                                     | O             | £0.00 | £300.00                         |  | £300.00                                     | O             | £0.00 | £300.00                         | 0% |
| Letter of Comfort with Building Warrant but no Certificate of Completion        | £150.00                                     | O             | £0.00 | £150.00                         |  | £150.00                                     | O             | £0.00 | £150.00                         | 0% |
| <b>Building Standards (Fee List for Building Warrant &amp; Ass. Procedures)</b> |                                             |               |       |                                 |  |                                             |               |       |                                 |    |
| <u>Part 1</u>                                                                   |                                             |               |       |                                 |  |                                             |               |       |                                 |    |
| Value of Works (£) -                                                            |                                             |               |       |                                 |  |                                             |               |       |                                 |    |
| - 0 - 5,000                                                                     | £100.00                                     | E             | £0.00 | £100.00                         |  | £100.00                                     | E             | £0.00 | £100.00                         | 0% |
| - 5,001 - 5,500                                                                 | £115.00                                     | E             | £0.00 | £115.00                         |  | £115.00                                     | E             | £0.00 | £115.00                         | 0% |
| - 5,501 - 6,000                                                                 | £130.00                                     | E             | £0.00 | £130.00                         |  | £130.00                                     | E             | £0.00 | £130.00                         | 0% |
| - 6,001 - 6,500                                                                 | £145.00                                     | E             | £0.00 | £145.00                         |  | £145.00                                     | E             | £0.00 | £145.00                         | 0% |
| - 6,501 - 7,000                                                                 | £160.00                                     | E             | £0.00 | £160.00                         |  | £160.00                                     | E             | £0.00 | £160.00                         | 0% |
| - 7,001 - 7,500                                                                 | £175.00                                     | E             | £0.00 | £175.00                         |  | £175.00                                     | E             | £0.00 | £175.00                         | 0% |
| - 7,501 - 8,000                                                                 | £190.00                                     | E             | £0.00 | £190.00                         |  | £190.00                                     | E             | £0.00 | £190.00                         | 0% |
| - 8,001 - 8,500                                                                 | £205.00                                     | E             | £0.00 | £205.00                         |  | £205.00                                     | E             | £0.00 | £205.00                         | 0% |
| - 8,501 - 9,000                                                                 | £220.00                                     | E             | £0.00 | £220.00                         |  | £220.00                                     | E             | £0.00 | £220.00                         | 0% |
| - 9,001 - 9,500                                                                 | £235.00                                     | E             | £0.00 | £235.00                         |  | £235.00                                     | E             | £0.00 | £235.00                         | 0% |
| - 9,501 - 10,000                                                                | £250.00                                     | E             | £0.00 | £250.00                         |  | £250.00                                     | E             | £0.00 | £250.00                         | 0% |
| - 10,001 - 11,000                                                               | £265.00                                     | E             | £0.00 | £265.00                         |  | £265.00                                     | E             | £0.00 | £265.00                         | 0% |
| - 11,001 - 12,000                                                               | £280.00                                     | E             | £0.00 | £280.00                         |  | £280.00                                     | E             | £0.00 | £280.00                         | 0% |
| - 12,001 - 13,000                                                               | £295.00                                     | E             | £0.00 | £295.00                         |  | £295.00                                     | E             | £0.00 | £295.00                         | 0% |
| - 13,001 - 14,000                                                               | £310.00                                     | E             | £0.00 | £310.00                         |  | £310.00                                     | E             | £0.00 | £310.00                         | 0% |
| - 14,001 - 15,000                                                               | £325.00                                     | E             | £0.00 | £325.00                         |  | £325.00                                     | E             | £0.00 | £325.00                         | 0% |
| - 15,001 - 16,000                                                               | £340.00                                     | E             | £0.00 | £340.00                         |  | £340.00                                     | E             | £0.00 | £340.00                         | 0% |
| - 16,001 - 17,000                                                               | £355.00                                     | E             | £0.00 | £355.00                         |  | £355.00                                     | E             | £0.00 | £355.00                         | 0% |
| - 17,001 - 18,000                                                               | £370.00                                     | E             | £0.00 | £370.00                         |  | £370.00                                     | E             | £0.00 | £370.00                         | 0% |
| - 18,001 - 19,000                                                               | £385.00                                     | E             | £0.00 | £385.00                         |  | £385.00                                     | E             | £0.00 | £385.00                         | 0% |
| - 19,001 - 20,000                                                               | £400.00                                     | E             | £0.00 | £400.00                         |  | £400.00                                     | E             | £0.00 | £400.00                         | 0% |
| - 20,001 - 30,000                                                               | £460.00                                     | E             | £0.00 | £460.00                         |  | £460.00                                     | E             | £0.00 | £460.00                         | 0% |
| - 30,001 - 40,000                                                               | £520.00                                     | E             | £0.00 | £520.00                         |  | £520.00                                     | E             | £0.00 | £520.00                         | 0% |
| - 40,001 - 50,000                                                               | £580.00                                     | E             | £0.00 | £580.00                         |  | £580.00                                     | E             | £0.00 | £580.00                         | 0% |
| - 50,001 - 60,000                                                               | £640.00                                     | E             | £0.00 | £640.00                         |  | £640.00                                     | E             | £0.00 | £640.00                         | 0% |
| - 60,001 - 70,000                                                               | £700.00                                     | E             | £0.00 | £700.00                         |  | £700.00                                     | E             | £0.00 | £700.00                         | 0% |
| - 70,001 - 80,000                                                               | £760.00                                     | E             | £0.00 | £760.00                         |  | £760.00                                     | E             | £0.00 | £760.00                         | 0% |
| - 80,001 - 90,000                                                               | £820.00                                     | E             | £0.00 | £820.00                         |  | £820.00                                     | E             | £0.00 | £820.00                         | 0% |
| - 90,001 - 100,000                                                              | £880.00                                     | E             | £0.00 | £880.00                         |  | £880.00                                     | E             | £0.00 | £880.00                         | 0% |
| - 100,001 - 120,000                                                             | £980.00                                     | E             | £0.00 | £980.00                         |  | £980.00                                     | E             | £0.00 | £980.00                         | 0% |
| - 120,001 - 140,000                                                             | £1,080.00                                   | E             | £0.00 | £1,080.00                       |  | £1,080.00                                   | E             | £0.00 | £1,080.00                       | 0% |
| - 140,001 - 160,000                                                             | £1,180.00                                   | E             | £0.00 | £1,180.00                       |  | £1,180.00                                   | E             | £0.00 | £1,180.00                       | 0% |
| - 160,001 - 180,000                                                             | £1,280.00                                   | E             | £0.00 | £1,280.00                       |  | £1,280.00                                   | E             | £0.00 | £1,280.00                       | 0% |
| - 180,001 - 200,000                                                             | £1,380.00                                   | E             | £0.00 | £1,380.00                       |  | £1,380.00                                   | E             | £0.00 | £1,380.00                       | 0% |
| - 200,001 - 220,000                                                             | £1,480.00                                   | E             | £0.00 | £1,480.00                       |  | £1,480.00                                   | E             | £0.00 | £1,480.00                       | 0% |
| - 220,001 - 240,000                                                             | £1,580.00                                   | E             | £0.00 | £1,580.00                       |  | £1,580.00                                   | E             | £0.00 | £1,580.00                       | 0% |
| - 240,001 - 260,000                                                             | £1,680.00                                   | E             | £0.00 | £1,680.00                       |  | £1,680.00                                   | E             | £0.00 | £1,680.00                       | 0% |
| - 260,001 - 280,000                                                             | £1,780.00                                   | E             | £0.00 | £1,780.00                       |  | £1,780.00                                   | E             | £0.00 | £1,780.00                       | 0% |
| - 280,001 - 300,000                                                             | £1,880.00                                   | E             | £0.00 | £1,880.00                       |  | £1,880.00                                   | E             | £0.00 | £1,880.00                       | 0% |
| - 300,001 - 320,000                                                             | £1,980.00                                   | E             | £0.00 | £1,980.00                       |  | £1,980.00                                   | E             | £0.00 | £1,980.00                       | 0% |
| - 320,001 - 340,000                                                             | £2,080.00                                   | E             | £0.00 | £2,080.00                       |  | £2,080.00                                   | E             | £0.00 | £2,080.00                       | 0% |
| - 340,001 - 360,000                                                             | £2,180.00                                   | E             | £0.00 | £2,180.00                       |  | £2,180.00                                   | E             | £0.00 | £2,180.00                       | 0% |
| - 360,001 - 380,000                                                             | £2,280.00                                   | E             | £0.00 | £2,280.00                       |  | £2,280.00                                   | E             | £0.00 | £2,280.00                       | 0% |
| - 380,001 - 400,000                                                             | £2,380.00                                   | E             | £0.00 | £2,380.00                       |  | £2,380.00                                   | E             | £0.00 | £2,380.00                       | 0% |
| - 400,001 - 420,000                                                             | £2,480.00                                   | E             | £0.00 | £2,480.00                       |  | £2,480.00                                   | E             | £0.00 | £2,480.00                       | 0% |
| - 420,001 - 440,000                                                             | £2,580.00                                   | E             | £0.00 | £2,580.00                       |  | £2,580.00                                   | E             | £0.00 | £2,580.00                       | 0% |

| <b>ENTERPRISE &amp; INFRASTRUCTURE COMMITTEE</b>                                                                                                                                   |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|---------------|-------|---------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------|---------------|-------|---------------------------------|----|
| <b>ITEM 13: PLANNING &amp; BUILDING STANDARDS CHARGES cont'd</b>                                                                                                                   |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |
|                                                                                                                                                                                    | Charge<br>16/17                                                                                                                  | VAT<br>Status | VAT   | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18                                                                                                                  | VAT<br>Status | VAT   | Total Charge<br>17/18 (Inc VAT) |    |
| <b>Building Standards (Fee List for Building Warrant &amp; Ass. Procedures)</b>                                                                                                    |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |
| Value of Works (£) -                                                                                                                                                               |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |
| - 440,001 - 460,000                                                                                                                                                                | £2,680.00                                                                                                                        | E             | £0.00 | £2,680.00                       |  | £2,680.00                                                                                                                        | E             | £0.00 | £2,680.00                       | 0% |
| - 460,001 - 480,000                                                                                                                                                                | £2,780.00                                                                                                                        | E             | £0.00 | £2,780.00                       |  | £2,780.00                                                                                                                        | E             | £0.00 | £2,780.00                       | 0% |
| - 480,001 - 500,000                                                                                                                                                                | £2,880.00                                                                                                                        | E             | £0.00 | £2,880.00                       |  | £2,880.00                                                                                                                        | E             | £0.00 | £2,880.00                       | 0% |
| - 500,001 - 550,000                                                                                                                                                                | £3,055.00                                                                                                                        | E             | £0.00 | £3,055.00                       |  | £3,055.00                                                                                                                        | E             | £0.00 | £3,055.00                       | 0% |
| - 550,001 - 600,000                                                                                                                                                                | £3,230.00                                                                                                                        | E             | £0.00 | £3,230.00                       |  | £3,230.00                                                                                                                        | E             | £0.00 | £3,230.00                       | 0% |
| - 600,001 - 650,000                                                                                                                                                                | £3,405.00                                                                                                                        | E             | £0.00 | £3,405.00                       |  | £3,405.00                                                                                                                        | E             | £0.00 | £3,405.00                       | 0% |
| - 650,001 - 700,000                                                                                                                                                                | £3,580.00                                                                                                                        | E             | £0.00 | £3,580.00                       |  | £3,580.00                                                                                                                        | E             | £0.00 | £3,580.00                       | 0% |
| - 700,001 - 750,000                                                                                                                                                                | £3,755.00                                                                                                                        | E             | £0.00 | £3,755.00                       |  | £3,755.00                                                                                                                        | E             | £0.00 | £3,755.00                       | 0% |
| - 750,001 - 800,000                                                                                                                                                                | £3,930.00                                                                                                                        | E             | £0.00 | £3,930.00                       |  | £3,930.00                                                                                                                        | E             | £0.00 | £3,930.00                       | 0% |
| - 800,001 - 850,000                                                                                                                                                                | £4,105.00                                                                                                                        | E             | £0.00 | £4,105.00                       |  | £4,105.00                                                                                                                        | E             | £0.00 | £4,105.00                       | 0% |
| - 850,001 - 900,000                                                                                                                                                                | £4,280.00                                                                                                                        | E             | £0.00 | £4,280.00                       |  | £4,280.00                                                                                                                        | E             | £0.00 | £4,280.00                       | 0% |
| - 900,001 - 950,000                                                                                                                                                                | £4,455.00                                                                                                                        | E             | £0.00 | £4,455.00                       |  | £4,455.00                                                                                                                        | E             | £0.00 | £4,455.00                       | 0% |
| - 950,001 - 1,000,000                                                                                                                                                              | £4,630.00                                                                                                                        | E             | £0.00 | £4,630.00                       |  | £4,630.00                                                                                                                        | E             | £0.00 | £4,630.00                       | 0% |
| - 1,000,001 +                                                                                                                                                                      | And for every £100,000 or part thereof over £1 million add £250                                                                  |               |       |                                 |  | And for every £100,000 or part thereof over £1 million add £250                                                                  |               |       |                                 |    |
| Conversion only, without building work                                                                                                                                             | £100.00                                                                                                                          | E             | £0.00 | £100.00                         |  | £100.00                                                                                                                          | E             | £0.00 | £100.00                         | 0% |
| Application for Demolition                                                                                                                                                         | £100.00                                                                                                                          | E             | £0.00 | £100.00                         |  | £100.00                                                                                                                          | E             | £0.00 | £100.00                         | 0% |
| <b>Application for Amendment of Warrant (warrants received after 1 May 2005)</b>                                                                                                   |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |
| - where estimated costs are less than original or is an increase of no more than £5,000                                                                                            | £50.00                                                                                                                           | E             | £0.00 | £50.00                          |  | £50.00                                                                                                                           | E             | £0.00 | £50.00                          | 0% |
| - where the new estimated costs increase by more than £5,000                                                                                                                       | Fee is the estimated cost of the additional operations as in the table above<br>e.g. an increase is £20,000 the fee will be £400 |               |       |                                 |  | Fee is the estimated cost of the additional operations as in the table above<br>e.g. an increase is £20,000 the fee will be £400 |               |       |                                 |    |
| For demolition or conversion only                                                                                                                                                  | £50.00                                                                                                                           | E             | £0.00 | £50.00                          |  | £50.00                                                                                                                           | E             | £0.00 | £50.00                          | 0% |
| Application for extension of the duration of a Building Warrant (period 9 months)                                                                                                  | £50.00                                                                                                                           | E             | £0.00 | £50.00                          |  | £50.00                                                                                                                           | E             | £0.00 | £50.00                          | 0% |
| <i>NB. Further extensions may be agreed at discretion of Verifier</i>                                                                                                              |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |
| <b>Late Application (where work is already started)</b>                                                                                                                            |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |
| Late application for a building warrant for the construction of a building or the provision of services, fittings and equipment in connection with a building.                     | Fee is 125% of the fee calculated in accordance with the table under Part 1                                                      |               |       |                                 |  | Fee is 125% of the fee calculated in accordance with the table under Part 1                                                      |               |       |                                 |    |
| Late application for demolition only                                                                                                                                               | £125.00                                                                                                                          | E             | £0.00 | £125.00                         |  | £125.00                                                                                                                          | E             | £0.00 | £125.00                         | 0% |
| <b>Completion Certificate Submitted where no warrant is obtained</b>                                                                                                               |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |
| For the construction of a building or the provision of services, fittings and equipment in connection with a building (whether or not combined with an application for demolition) | Fee is 125% of the fee calculated in accordance with the table under Part 1                                                      |               |       |                                 |  | Fee is 125% of the fee calculated in accordance with the table under Part 1                                                      |               |       |                                 |    |
| For the demolition of a building only                                                                                                                                              | £125.00                                                                                                                          | E             | £0.00 | £125.00                         |  | £125.00                                                                                                                          | E             | £0.00 | £125.00                         | 0% |
| For conversion of a building only                                                                                                                                                  | £125.00                                                                                                                          | E             | £0.00 | £125.00                         |  | £125.00                                                                                                                          | E             | £0.00 | £125.00                         | 0% |
| <i>NB. This is not a comprehensive list of fees. If in doubt please contact<br/>The Environment Service - Planning</i>                                                             |                                                                                                                                  |               |       |                                 |  |                                                                                                                                  |               |       |                                 |    |

| <b>ENTERPRISE &amp; INFRASTRUCTURE COMMITTEE</b><br><b>ITEM 14: PARKING CHARGES</b> | Charge<br>16/17 | VAT<br>Status | VAT | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18 | VAT<br>Status | VAT | Total Charge<br>17/18 (Inc VAT) |  |
|-------------------------------------------------------------------------------------|-----------------|---------------|-----|---------------------------------|--|-----------------|---------------|-----|---------------------------------|--|
| NOTE: REFER TO APPENDIX 2                                                           |                 |               |     |                                 |  |                 |               |     |                                 |  |

| <b>ENTERPRISE &amp; INFRASTRUCTURE COMMITTEE</b>                                       |                 |               |         |                                 |  |                 |               |         |                                 |       |
|----------------------------------------------------------------------------------------|-----------------|---------------|---------|---------------------------------|--|-----------------|---------------|---------|---------------------------------|-------|
| <b>ITEM 15: ROAD NETWORK COMMERCIAL PERMIT CHARGES</b>                                 |                 |               |         |                                 |  |                 |               |         |                                 |       |
|                                                                                        | Charge<br>16/17 | VAT<br>Status | VAT     | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18 | VAT<br>Status | VAT     | Total Charge<br>17/18 (Inc VAT) |       |
| Skip Permit (S85) - per week                                                           | £8.00           | O             | £0.00   | £8.00                           |  | £20.00          | O             | £0.00   | £20.00                          | 150%  |
| Scaffolding Permit (S58)                                                               |                 |               |         |                                 |  |                 |               |         |                                 |       |
| - First Week                                                                           | £30.00          | O             | £0.00   | £30.00                          |  | £40.00          | O             | £0.00   | £40.00                          | 33%   |
| - Subsequent charge for each week thereafter                                           | £15.00          | O             | £0.00   | £15.00                          |  | £20.00          | O             | £0.00   | £20.00                          | 33%   |
| Road Opening Permit (S56)                                                              | £70.00          | O             | £0.00   | £70.00                          |  | £100.00         | O             | £0.00   | £100.00                         | 43%   |
| New Roads & Street Works Act (S109) - per utility, per street, per application         |                 |               |         |                                 |  | £558.00         | O             | £0.00   | £558.00                         | NEW   |
| Road Closure - Posting of Notices (Temporary TRO)                                      |                 |               |         |                                 |  |                 |               |         |                                 |       |
| - First Notice                                                                         | £230.00         | O             | £0.00   | £230.00                         |  | £650.00         | O             | £0.00   | £650.00                         | 183%  |
| - Subsequent Notices                                                                   | £15.00          | O             | £0.00   | £15.00                          |  | £200.00         | O             | £0.00   | £200.00                         | 1233% |
| Temporary Traffic Signals                                                              |                 |               |         |                                 |  |                 |               |         |                                 |       |
| - First Application (3 way signals & above)                                            |                 |               |         |                                 |  | £70.00          | O             | £0.00   | £70.00                          | NEW   |
| - Subsequent extension requests                                                        |                 |               |         |                                 |  | £35.00          | O             | £0.00   | £35.00                          | NEW   |
| Temporary Bus Stop Relocation Notice                                                   |                 |               |         |                                 |  | £50.00          | O             | £0.00   | £50.00                          | NEW   |
| Out Of Hours Officer Support                                                           |                 |               |         |                                 |  | £125.00         | S             | £25.00  | £150.00                         | NEW   |
| Rechargeable Works - Minimum Charge                                                    | £91.67          | S             | £18.33  | £110.00                         |  | £104.17         | S             | £20.83  | £125.00                         | 14%   |
| <b>ENTERPRISE &amp; INFRASTRUCTURE COMMITTEE</b>                                       |                 |               |         |                                 |  |                 |               |         |                                 |       |
| <b>ITEM 16: STREET NAMING &amp; NUMBERING</b>                                          |                 |               |         |                                 |  |                 |               |         |                                 |       |
|                                                                                        | Charge<br>16/17 | VAT<br>Status | VAT     | Total Charge<br>16/17 (Inc VAT) |  | Charge<br>17/18 | VAT<br>Status | VAT     | Total Charge<br>17/18 (Inc VAT) |       |
| Street Naming - 1 Property                                                             | £37.50          | S             | £7.50   | £45.00                          |  | £38.33          | S             | £7.67   | £46.00                          | 2%    |
| - 2-5 Properties                                                                       | £79.17          | S             | £15.83  | £95.00                          |  | £81.67          | S             | £16.33  | £98.00                          | 3%    |
| - 6-10 Properties                                                                      | £104.17         | S             | £20.83  | £125.00                         |  | £107.50         | S             | £21.50  | £129.00                         | 3%    |
| - 11-25 Properties                                                                     | £137.50         | S             | £27.50  | £165.00                         |  | £141.67         | S             | £28.33  | £170.00                         | 3%    |
| - 26-50 Properties                                                                     | £225.00         | S             | £45.00  | £270.00                         |  | £231.67         | S             | £46.33  | £278.00                         | 3%    |
| - 51-100 Properties                                                                    | £341.67         | S             | £68.33  | £410.00                         |  | £351.67         | S             | £70.33  | £422.00                         | 3%    |
| - 101-150 Properties                                                                   | £641.67         | S             | £128.33 | £770.00                         |  | £660.83         | S             | £132.17 | £793.00                         | 3%    |
| - 151-200 Properties                                                                   | £770.83         | S             | £154.17 | £925.00                         |  | £793.33         | S             | £158.67 | £952.00                         | 3%    |
| - 201+ Properties                                                                      | £854.17         | S             | £170.83 | £1,025.00                       |  | £879.17         | S             | £175.83 | £1,055.00                       | 3%    |
| Street Renumbering - New developments with confirmed & completed statutory SNN process | £41.67          | S             | £8.33   | £50.00                          |  | £43.33          | S             | £8.67   | £52.00                          | 4%    |
| Street Renaming - Naming a new street                                                  | £162.50         | S             | £32.50  | £195.00                         |  | £166.67         | S             | £33.33  | £200.00                         | 3%    |
| - Naming or renaming a property                                                        | £41.67          | S             | £8.33   | £50.00                          |  | £43.33          | S             | £8.67   | £52.00                          | 4%    |
| - Confirmation of existing address (eg solicitor or private enquiries)                 | £25.00          | S             | £5.00   | £30.00                          |  | £25.83          | S             | £5.17   | £31.00                          | 3%    |
| Status of Roads - Confirmation on status of sections of road (eg solicitors or agents) | £25.00          | S             | £5.00   | £30.00                          |  | £25.83          | S             | £5.17   | £31.00                          | 3%    |

**Perth City Parking**

|                                                   | <b><u>2016/17</u></b> | <b><u>2017/18</u></b> |             |
|---------------------------------------------------|-----------------------|-----------------------|-------------|
| <b><u>Zone 1 - Inner City Centre</u></b>          |                       |                       |             |
| On-Street (Per Hour)                              | £1.00                 | £1.10                 | Max 1 hour  |
| Off-Street (Per Hour)                             | £1.00                 | £1.10                 | Max 1 hour  |
| <b><u>Zone 2 - City Centre</u></b>                |                       |                       |             |
| On-Street (Per Hour)                              | £1.00                 | £1.10                 | Max 4 hours |
| Off-Street (Per Hour)                             | £1.00                 | £1.10                 | Max 4 hours |
| <b><u>Zone 3 - Outer City Centre</u></b>          |                       |                       |             |
| <b><u>On-Street</u></b>                           |                       |                       |             |
| 1 Hour                                            | £0.50                 | £0.60                 |             |
| 2 Hours                                           | £1.00                 | £1.10                 |             |
| 3 Hours                                           | £1.50                 | £1.70                 |             |
| 4 Hours                                           | £2.00                 | £2.20                 |             |
| 6 Hours                                           | £3.00                 | £3.30                 |             |
| Up to 10 Hours                                    | £4.00                 | £4.40                 |             |
| <b><u>Off-Street</u></b>                          |                       |                       |             |
| Thimblerow - 1-4 Hours (Per Hour)                 | £1.00                 | £1.10                 |             |
| Up To 6 Hours                                     | £6.00                 | £6.60                 |             |
| Up To 10 Hours                                    | £8.00                 | £8.80                 |             |
| Canal Street - 1-4 Hours (Per Hour)               | £1.00                 | £1.10                 |             |
| Up To 6 Hours                                     | £6.00                 | £6.60                 |             |
| Up To 10 Hours                                    | £8.00                 | £8.80                 |             |
| Season Ticket                                     | £95.00                | £105.00               |             |
| Season Ticket (Mon-Fri)                           | £60.00                | £66.00                |             |
| South Inch - 1 Hour                               | £0.50                 | £0.60                 |             |
| - 2 Hours                                         | £1.00                 | £1.10                 |             |
| - 3 Hours                                         | £1.50                 | £1.70                 |             |
| - 4 Hours                                         | £2.00                 | £2.20                 |             |
| - 6 Hours                                         | £3.00                 | £3.30                 |             |
| - Up To 10 Hours                                  | £4.00                 | £4.40                 |             |
| - Coaches                                         | £4.00                 | £4.40                 |             |
| - Season Ticket                                   | £60.00                | £66.00                |             |
| Norrie Miller/Riverside - 1 Hour                  | £0.50                 | £0.60                 |             |
| - 2 Hours                                         | £1.00                 | £1.10                 |             |
| - 3 Hours                                         | £1.50                 | £1.70                 |             |
| - 4 Hours                                         | £2.00                 | £2.20                 |             |
| - 6 Hours                                         | £3.00                 | £3.30                 |             |
| - Up To 10 Hours                                  | £4.00                 | £4.40                 |             |
| - Season Ticket                                   | £55.00                | £61.00                |             |
| <b><u>Residents Permits - Perth City Only</u></b> |                       |                       |             |
| Inner Zone - Annual (On & within Inner Ring Road) | £190.00               | £210.00               |             |
| Outer Zone - Annual                               | £110.00               | £120.00               |             |
| <b><u>Crieff Town Centre Parking</u></b>          |                       |                       |             |
| On-Street (30 Mins)                               | £0.50                 | £0.60                 |             |
| On-Street (Per Hour)                              | £1.00                 | £1.10                 | Max 1 hour  |
| Off-Street (Per Hour) - James Square              | £1.00                 | £1.10                 | Max 1 hour  |
| Residents Permits (Annual)                        | £120.00               | £132.00               |             |

**Blaigowrie Town Centre Parking****Off-Street**

|                                            |         |         |
|--------------------------------------------|---------|---------|
| Croft Lane, The Croft/Ericht Lane - 1 Hour | £0.80   | £0.90   |
| - 2 Hours                                  | £1.40   | £1.60   |
| Leslie Street - 1 Hour                     | £0.80   | £0.90   |
| - 2 Hours                                  | £1.40   | £1.60   |
| - 4 Hours                                  | £2.40   | £2.70   |
| - 10 Hours                                 | £3.60   | £4.00   |
| Season Ticket (Annual)                     | £120.00 | £132.00 |

**Pitlochry Town Centre Parking****Off-Street**

|                                                   |         |         |
|---------------------------------------------------|---------|---------|
| Atholl Road, Ferry Road & Rie-Achan Road - 1 Hour | £0.80   | £0.90   |
| - 2 Hours                                         | £1.40   | £1.60   |
| - 4 Hours                                         | £2.40   | £2.70   |
| - 10 Hours                                        | £3.60   | £4.00   |
| Rie-Achan Road - Coaches per visit                | £3.60   | £4.00   |
| Season Ticket (Annual)                            | £120.00 | £132.00 |

**Dunkeld Town Centre Parking****Off-Street**

|                                      |         |         |
|--------------------------------------|---------|---------|
| Atholl Street & Tay Terrace - 1 Hour | £0.80   | £0.90   |
| - 2 Hours                            | £1.40   | £1.60   |
| - 4 Hours                            | £2.40   | £2.70   |
| - 10 Hours                           | £3.60   | £4.00   |
| Season Ticket (Annual)               | £120.00 | £132.00 |

**Penalty Charge Notices**

|                                                |        |        |
|------------------------------------------------|--------|--------|
| When Issued                                    | £60.00 | £60.00 |
| If paid within 14 days of issue (50% discount) | £30.00 | £30.00 |
| If not paid after 8 weeks increase by 50%      | £90.00 | £90.00 |

**Bay Suspensions**

|                                     |        |        |
|-------------------------------------|--------|--------|
| On Street - Per Bay Per Day         | £11.00 | £12.00 |
| Off Street - Per Bay Per Day        | £11.00 | £12.00 |
| Registrars Office - Per Bay Per Day | £6.60  | £7.30  |

**Live Active Leisure Car Parks****Off-Street**

|                               |       |       |
|-------------------------------|-------|-------|
| Rodney Pavilion - 2 Hours     | £0.50 | £0.60 |
| - 3 Hours                     | £2.40 | £2.70 |
| - 4 Hours                     | £3.60 | £4.00 |
| Bells Sports Centre - 2 Hours | £0.50 | £0.60 |
| - 5 Hours                     | £0.60 | £0.70 |
| - 6 Hours                     | £3.70 | £4.10 |
| - 9 Hours                     | £4.80 | £5.30 |

**Notes:**

- All 3 Perth City Zones allow first 15 minutes of free parking**
- All On & Off Street Charges Apply 8am To 6pm Monday To Saturday**
- On-Street Parking charges exclude VAT (outwith scope)**
- Off-Street Parking charges include VAT (standard rate 20%)**



**PERTH AND KINROSS COUNCIL**

**Enterprise and Infrastructure Committee**

**11 January 2017**

**RE-DETERMINATION OF FOOTWAYS FOR SHARED USE**

**Report by Director (Environment)**

This report seeks approval to commence the legal process to propose to re-determine a number of existing footways adjacent to the A85/A90 Perth to Dundee Trunk Road in the Council area to shared use for pedestrians and cyclists.

**1. BACKGROUND**

- 1.1 Over a number of years, the Council has developed a network of cycle routes in and around Perth. The Council continues to take the opportunity to create further cycling routes to improve our cycling network infrastructure.
- 1.2 In conjunction with Perth & Kinross Council, Bear Scotland is proposing to provide a cycle route from the Barnhill Interchange at Perth East to St Madoes, by upgrading the existing footway along the south side of the A90. The footway will be re-determined as a shared-use facility for pedestrians and cyclists. Some minor construction work, such as dropped kerbs, will be required at the intersection with the public road network. All construction work will be undertaken by Bear Scotland.
- 1.3 To support this project, Perth & Kinross Council will be required to re-determine four sections of footway at the intersection with the trunk road boundary.

**2. PROPOSALS**

- 2.1 It is proposed that the following are redetermined as shared use for pedestrians and cyclists:

| <b>LOCATION</b>                                                           | <b>DESCRIPTION</b>                                                                                                                                                              |
|---------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Footway adjacent to A90 Trunk Road, Kinfauns Slip Road                    | South side of the A90 Trunk Road near Kinfauns slip road southwards for a distance of 50 metres or thereby as shown in Appendix 1.                                              |
| Footway adjacent to A90 Trunk Road Slip Road, U202 Walnut Grove east side | South side of the A90 Trunk Road at the Walnut Grove junction with the A90 southwards on the U202 then westwards for a distance of 50 metres or thereby as shown in Appendix 2. |
| Footway adjacent to A85 Perth - Dundee Road Slip Road, U202 Walnut Grove  | South side of the U202 from its junction with the A85 Perth - Dundee Road                                                                                                       |

| LOCATION                                                          | DESCRIPTION                                                                                                                                        |
|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| west side                                                         | eastwards for a distance of 40 metres or thereby as shown in Appendix 3.                                                                           |
| Footway adjacent to A85 Perth – Dundee Road, Barnhill Interchange | South side of the A85 from its junction with A85 Perth-Dundee Road north-westwards for a distance of 385 metres or thereby as shown in Appendix 4. |

### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 As well as the road user and road safety benefits, there are clearly economic benefits which may be realised by providing a more cycle and walker-friendly network. Areas across Perth and Kinross and other authorities have shown that visitor numbers increase where cycle networks and cycling infrastructure have been provided.
- 3.2 It is recommended that the Committee approves the promotion of a Re-determination Order under Section 152(2) of the Roads (Scotland) Act 1984 to allow footways listed in this report to be converted to shared use for pedestrians and cyclists.

#### Author

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

#### Approved

| Name           | Designation            | Date             |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 17 November 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 There are no capital resource implications arising directly from the recommendations in this report.

#### Revenue

- 2.2 There will be costs for advertising the necessary Order in the press. It is proposed that one Order be promoted to cover all the listed locations. The estimated cost of advertising an Order is £300. These costs will be met from the Road Safety and Design budget in 2016/17.
- 2.3 The costs for the construction of the footways and all new posts and signs will be met by Bear Scotland.

#### 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, the Elected Members and Community Councils have also been consulted and support the proposal.

**5. Communication**

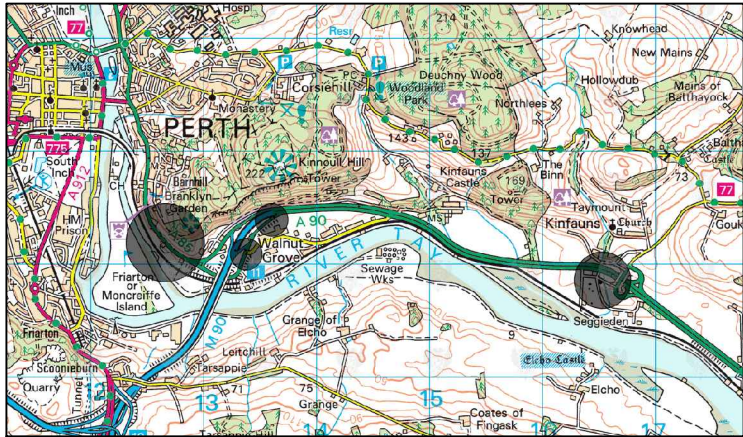
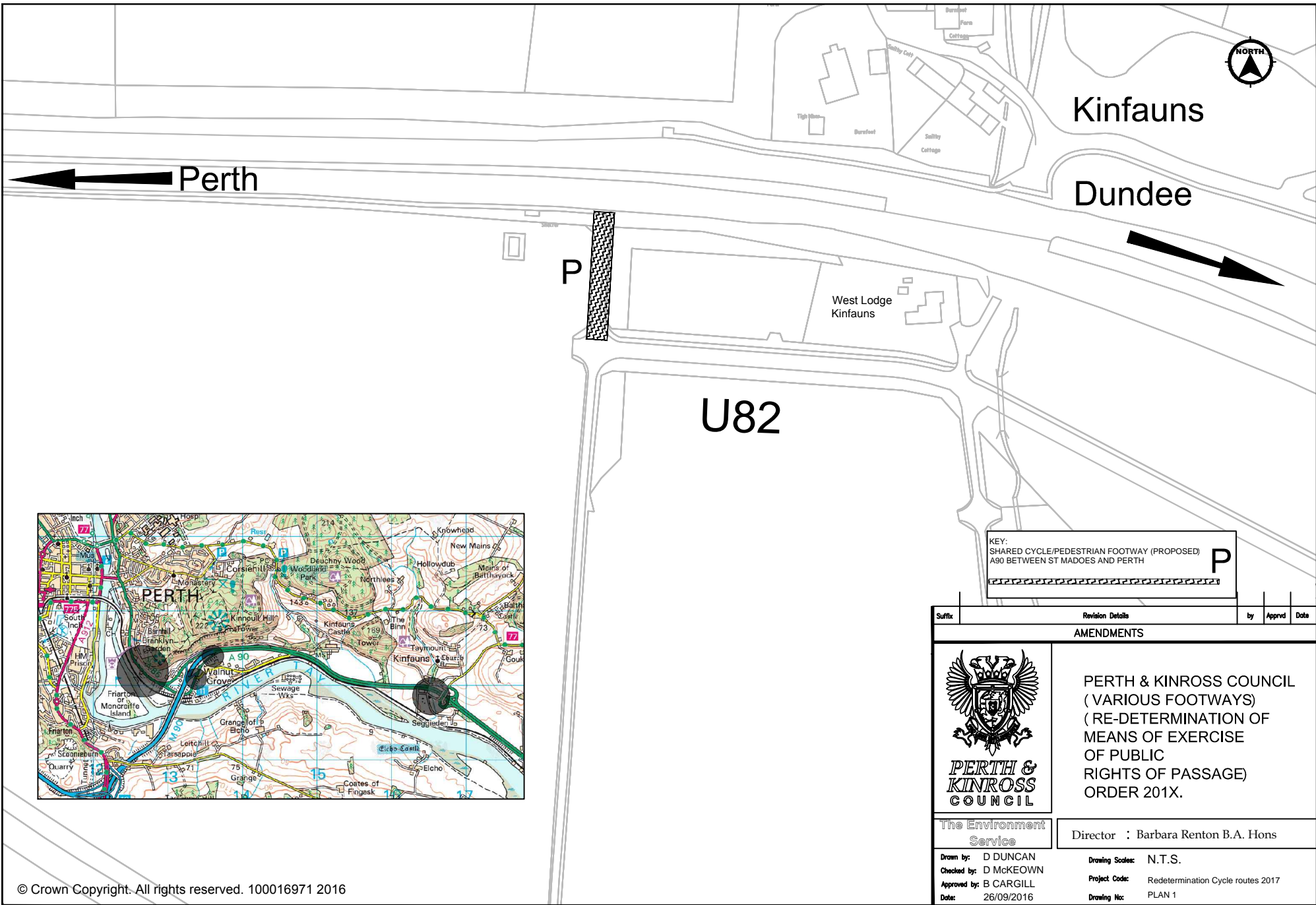
- 5.1 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to 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 proposal is shown at Appendices 1-4.



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| Suffix                                                                                                                      | Revision Details                                                                                                                      | by                                         | Appr'd | Date |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|--------|------|
| <b>AMENDMENTS</b>                                                                                                           |                                                                                                                                       |                                            |        |      |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> | <b>PERTH &amp; KINROSS COUNCIL (VARIOUS FOOTWAYS) (RE-DETERMINATION OF MEANS OF EXERCISE OF PUBLIC RIGHTS OF PASSAGE) ORDER 201X.</b> |                                            |        |      |
|                                                                                                                             | Director : Barbara Renton B.A. Hons                                                                                                   |                                            |        |      |
| <b>The Environment Service</b>                                                                                              |                                                                                                                                       | <b>Director : Barbara Renton B.A. Hons</b> |        |      |
| Drawn by: D DUNCAN<br>Checked by: D McKEOWN<br>Approved by: B CARGILL<br>Date: 26/09/2016                                   | Drawing Scale: N.T.S.<br>Project Code: Redetermination Cycle routes 2017<br>Drawing No: PLAN 1                                        |                                            |        |      |

Appendix 1







A 90  
Perth ←

Dundee →  
A 90

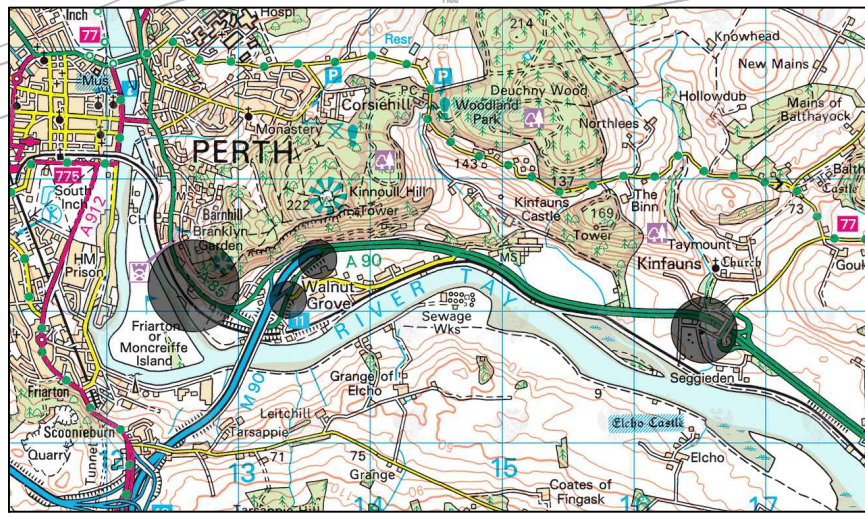
Walnut Grove


U202

PERTH TO ABERDEEN RAILWAY LINE

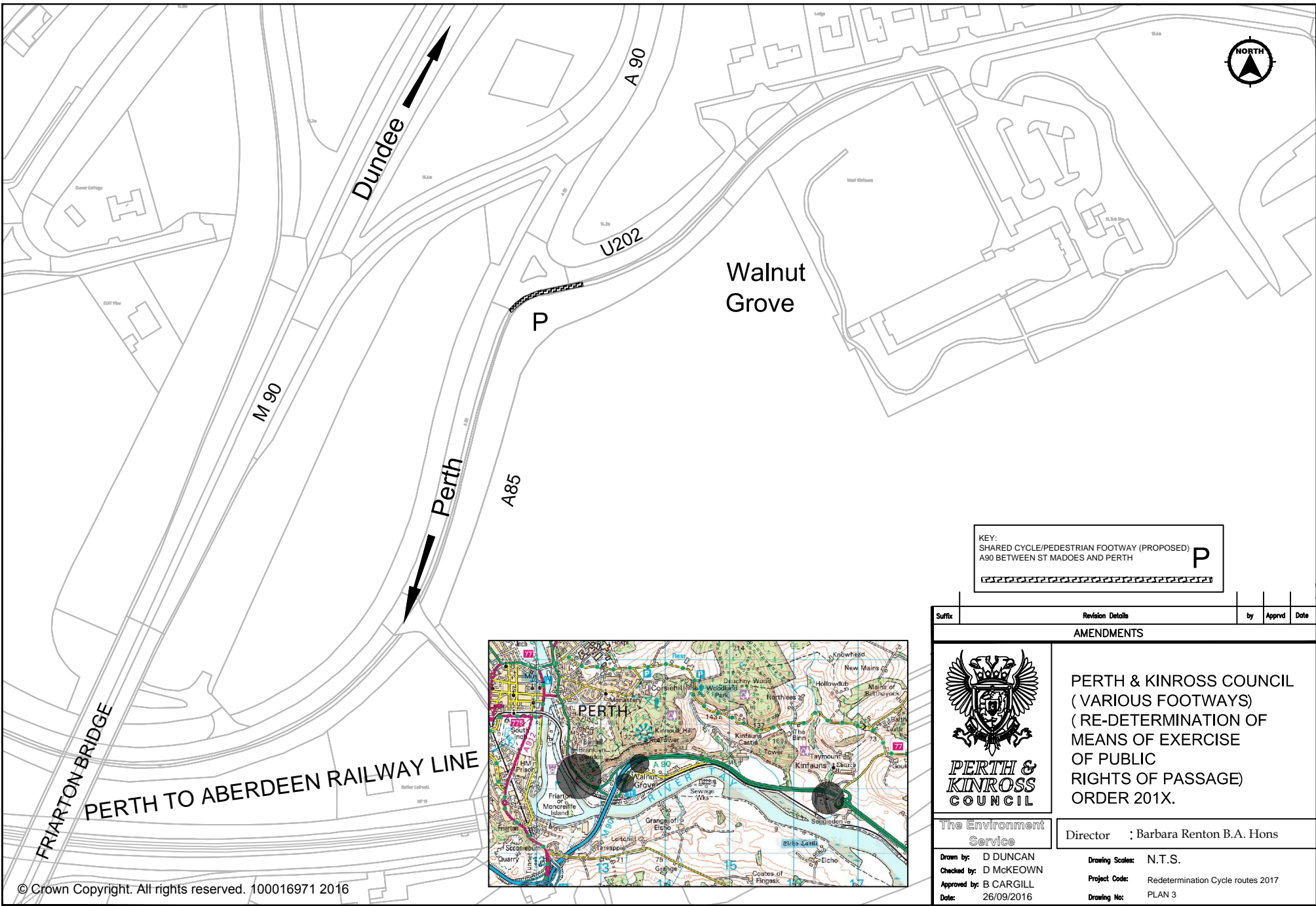
RIVER TAY

KEY:  
SHARED CYCLE/PEDESTRIAN FOOTWAY (PROPOSED)  
A90 BETWEEN ST MADDOES AND PERTH



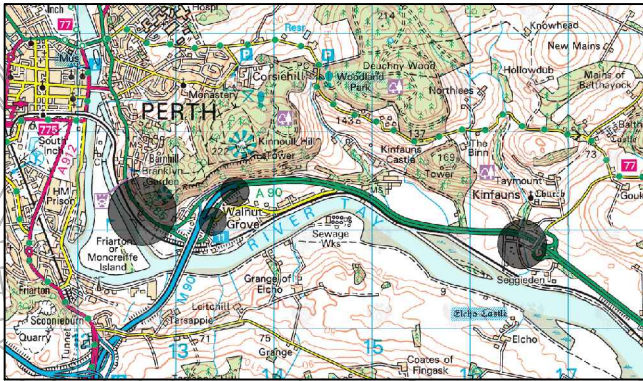
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|                                                                                                                             | <b>AMENDMENTS</b> |                                                                                                                                                                   |        |      |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |                   | <b>PERTH &amp; KINROSS COUNCIL<br/>( VARIOUS FOOTWAYS )<br/>( RE-DETERMINATION OF<br/>MEANS OF EXERCISE<br/>OF PUBLIC<br/>RIGHTS OF PASSAGE )<br/>ORDER 201X.</b> |        |      |
|                                                                                                                             |                   | Director : Barbara Renton B.A. Hons                                                                                                                               |        |      |
| <b>The Environment<br/>Service</b>                                                                                          |                   |                                                                                                                                                                   |        |      |
| Drawn by: D DUNCAN<br>Checked by: D McKEOWN<br>Approved by: B CARGILL<br>Date: 26/09/2016                                   |                   | Drawing Scales: N.T.S.<br>Project Code: Redetermination Cycle routes 2017<br>Drawing No: PLAN 2                                                                   |        |      |






KEY:  
 SHARED CYCLE/PEDESTRIAN FOOTWAY (PROPOSED)  
 A90 BETWEEN ST MADDOES AND PERTH

P

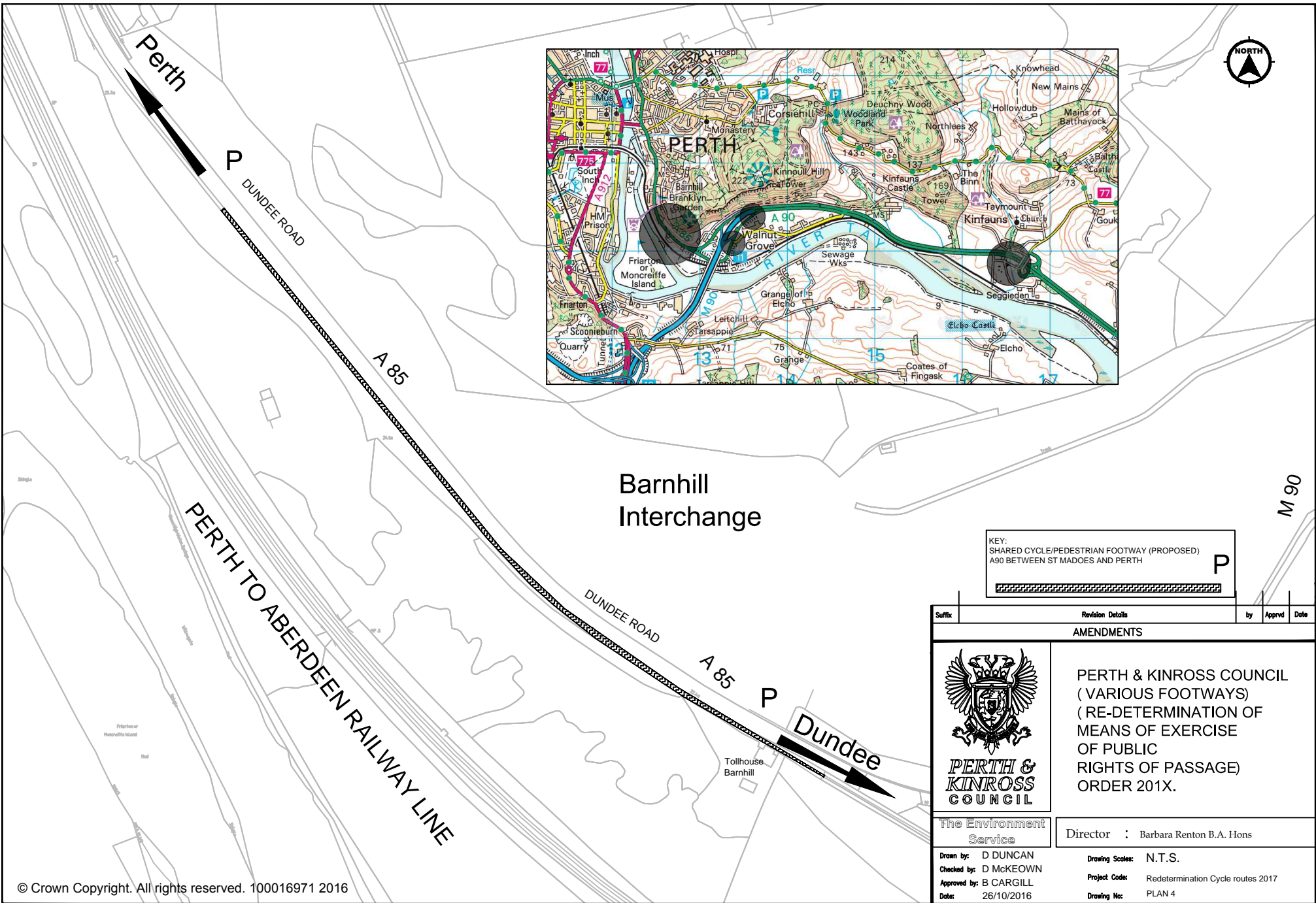


| Suffix                                                                                                                      | Revision Details | by                                                                                                                                                                                                                                  | Apprvd | Date |
|-----------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------|
| <b>AMENDMENTS</b>                                                                                                           |                  |                                                                                                                                                                                                                                     |        |      |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |                  | <b>PERTH &amp; KINROSS COUNCIL<br/>           ( VARIOUS FOOTWAYS )<br/>           ( RE-DETERMINATION OF<br/>           MEANS OF EXERCISE<br/>           OF PUBLIC<br/>           RIGHTS OF PASSAGE )<br/>           ORDER 201X.</b> |        |      |
| <b>The Environment Service</b>                                                                                              |                  | Director : Barbara Renton B.A. Hons                                                                                                                                                                                                 |        |      |
| Drawn by: D DUNCAN<br>Checked by: D MCKEOWN<br>Approved by: B CARGILL<br>Date: 26/09/2016                                   |                  | Drawing Scales: N.T.S.<br>Project Code: Redetermination Cycle routes 2017<br>Drawing No: PLAN 3                                                                                                                                     |        |      |


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Appendix 3





KEY:  
 SHARED CYCLE/PEDESTRIAN FOOTWAY (PROPOSED)  
 A90 BETWEEN ST MADDOES AND PERTH

| Suffix                                                                                                                      | Revision Details | by                                                                                                                                           | Appr'd | Date |
|-----------------------------------------------------------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------|--------|------|
| <b>AMENDMENTS</b>                                                                                                           |                  |                                                                                                                                              |        |      |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |                  | PERTH & KINROSS COUNCIL<br>(VARIOUS FOOTWAYS)<br>(RE-DETERMINATION OF<br>MEANS OF EXERCISE<br>OF PUBLIC<br>RIGHTS OF PASSAGE)<br>ORDER 201X. |        |      |
|                                                                                                                             |                  | Director : Barbara Renton B.A. Hons                                                                                                          |        |      |
| <b>The Environment Service</b>                                                                                              |                  | Drawing Scales: N.T.S.<br>Project Code: Redetermination Cycle routes 2017<br>Drawing No: PLAN 4                                              |        |      |
| Drawn by: D DUNCAN<br>Checked by: D McKEOWN<br>Approved by: B CARGILL<br>Date: 26/10/2016                                   |                  |                                                                                                                                              |        |      |

Appendix 4



**PERTH AND KINROSS COUNCIL****Enterprise and Infrastructure Committee****11 January 2017****PROPOSED 40MPH SPEED LIMITS AT ERROL****Report by Director (Environment)**

This report details proposals to introduce a 40mph speed limit on the U151 Station Road, Errol, following requests from the local community, supported by the Community Council and the Local Members. The report recommends the start of varying the Traffic Regulation Order for 40mph Speed Limits.

**1. BACKGROUND****40mph at the U151 Station Road, Errol**

- 1.1 There is a history of road safety concerns that have been raised by local Elected Members, the Community Council, parents of children and local residents.
- 1.2 As a result of these concerns, it is now proposed to introduce a 40mph speed limit on a section of the U151 Station Road, Errol. The request for a lower speed limit has come from local residents and the Community Council.

**2. PROPOSALS**

- 2.1 It is proposed to introduce a 40mph speed limit on the U151 Station Road, Errol. The routes has 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 40mph speed limit.
- 3.2 Approval will allow a start to be made to the formal procedure to vary the TROs. This procedure will involve statutory consultation, preparation of draft TROs 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 the promotion of a variation to the relevant Traffic Regulation Order (TRO) to allow the introduction of a 40mph speed limit and allow its implementation.

**Author**

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

**Approved**

| <b>Name</b>    | <b>Designation</b>     | <b>Date</b>      |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 16 November 2016 |

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All Council Services can offer a telephone translation facility.



## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes/No</b> |
|-----------------------------------------------------|---------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>    |
| Corporate Plan                                      | <b>Yes</b>    |
| <b>Resource Implications</b>                        |               |
| Financial                                           | <b>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 variations to the Traffic Regulation Orders. 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 £1,000 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**

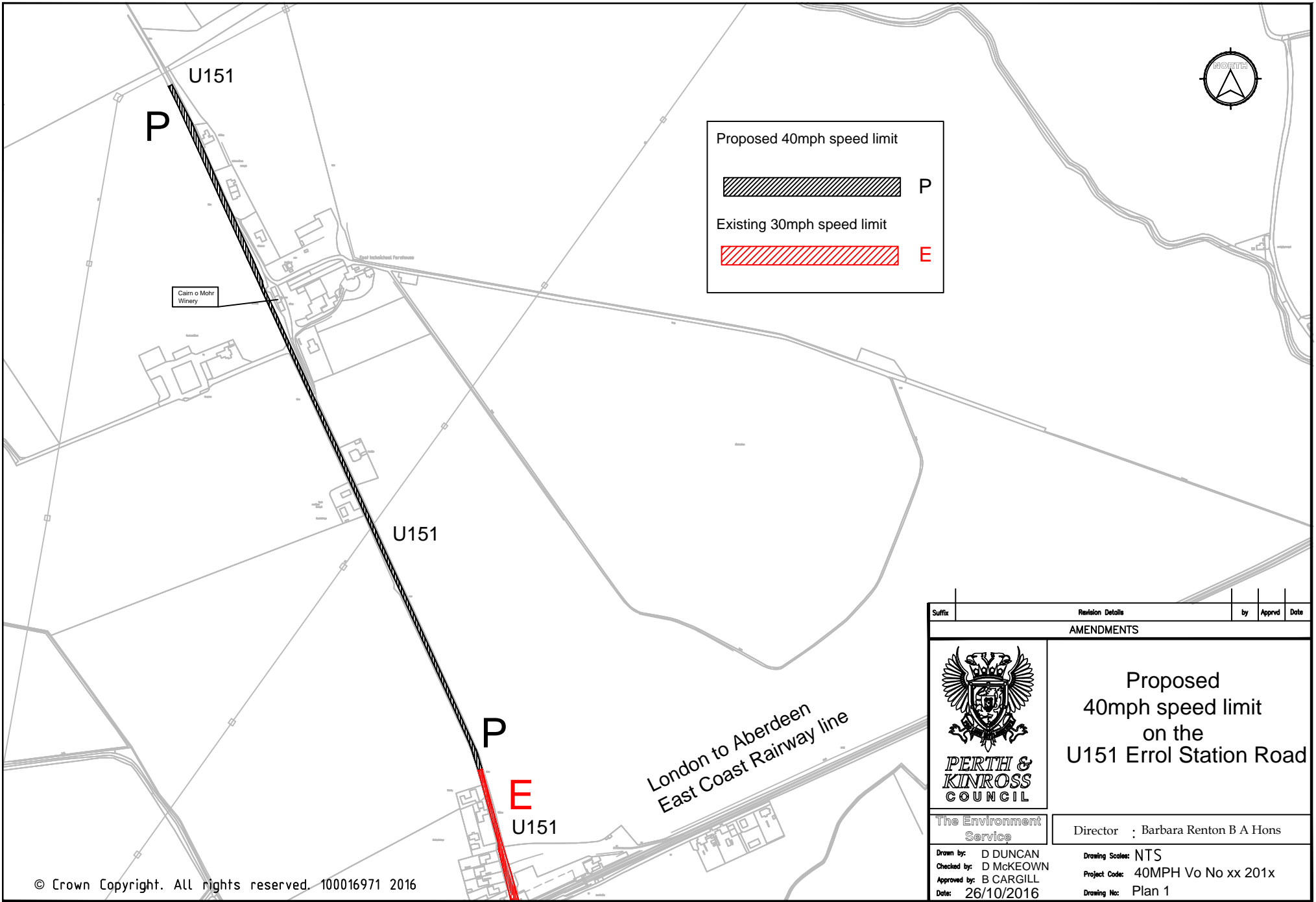
- 5.1 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to be raised. 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 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report.

## **3 APPENDICES**

- 3.1 The proposals are as shown in Appendix 1.



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Appendix 1



**PERTH AND KINROSS COUNCIL**

**Enterprise and Infrastructure Committee**

**11 January 2017**

**STOPPING UP OF SECTIONS OF AINSLIE GARDENS, AINSLIE PLACE AND  
CARNEGIE PLACE, PERTH**

**Report by Director (Environment)**

The construction of the final phase of the Old Muirton housing scheme will leave redundant sections of Ainslie Gardens, Ainslie Place and Carnegie Place, Perth. These streets require to be stopped up so that the new housing can be completed and new roads constructed.

**1. BACKGROUND**

**AINSLIE GARDENS, AINSLIE PLACE, AND CARNEGIE PLACE, PERTH**

- 1.1 Over a period of several years, the tenement buildings in the area, known as Muirton, have been demolished to make way for a new housing development.
- 1.2 Construction work is now programmed to start on the final phase of the redevelopment. The contractors have applied to have the remaining roads stopped up to allow them to start construction of the new houses.
- 1.3 Although the majority of adopted roads are managed and maintained by the Council, the Council does not hold the title of all the lands on which these roads sit. The Council can promote a Stopping Up Order, under terms of Section 68 of the Roads (Scotland) Act 1984, to extinguish the vehicular right of access over a road. This then allows the roads in question to be removed from the Council's List of Public Roads.
- 1.4 Upon completion of the new housing scheme, all the new roads will, in time, be adopted by the Council and added to the List of Public Roads.

**2 PROPOSALS**

- 2.1 It is proposed to promote a Stopping Up Order for the redundant sections of Ainslie Gardens, Ainslie Place, and Carnegie Place, Perth. This will allow the roads to be removed from the List of Public Roads. Details are shown on the plan at Appendix 1.
- 2.2 A right of access to any statutory undertaker's plant in the affected roads will be retained in the Order promoted.

**3. CONCLUSION AND RECOMMENDATION**

- 3.1 The report outlines the reasons for the proposals for Ainslie Gardens, Ainslie Place and Carnegie Place, 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 approves the promotion of a Stopping Up Order to remove Ainslie Gardens, Ainslie Place and Carnegie Place, Perth from the List of Public Roads, as described.

#### Author

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

#### Approved

| Name           | Designation            | Date             |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 16 November 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 Stopping Up Order. The indicative cost of £1500 for advertising and promoting the Order will be met by Robertson Partnership Homes, who have agreed to meet the costs involved.

#### 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, local Elected Members for the area have also been consulted and support the proposals.

## **5. Communication**

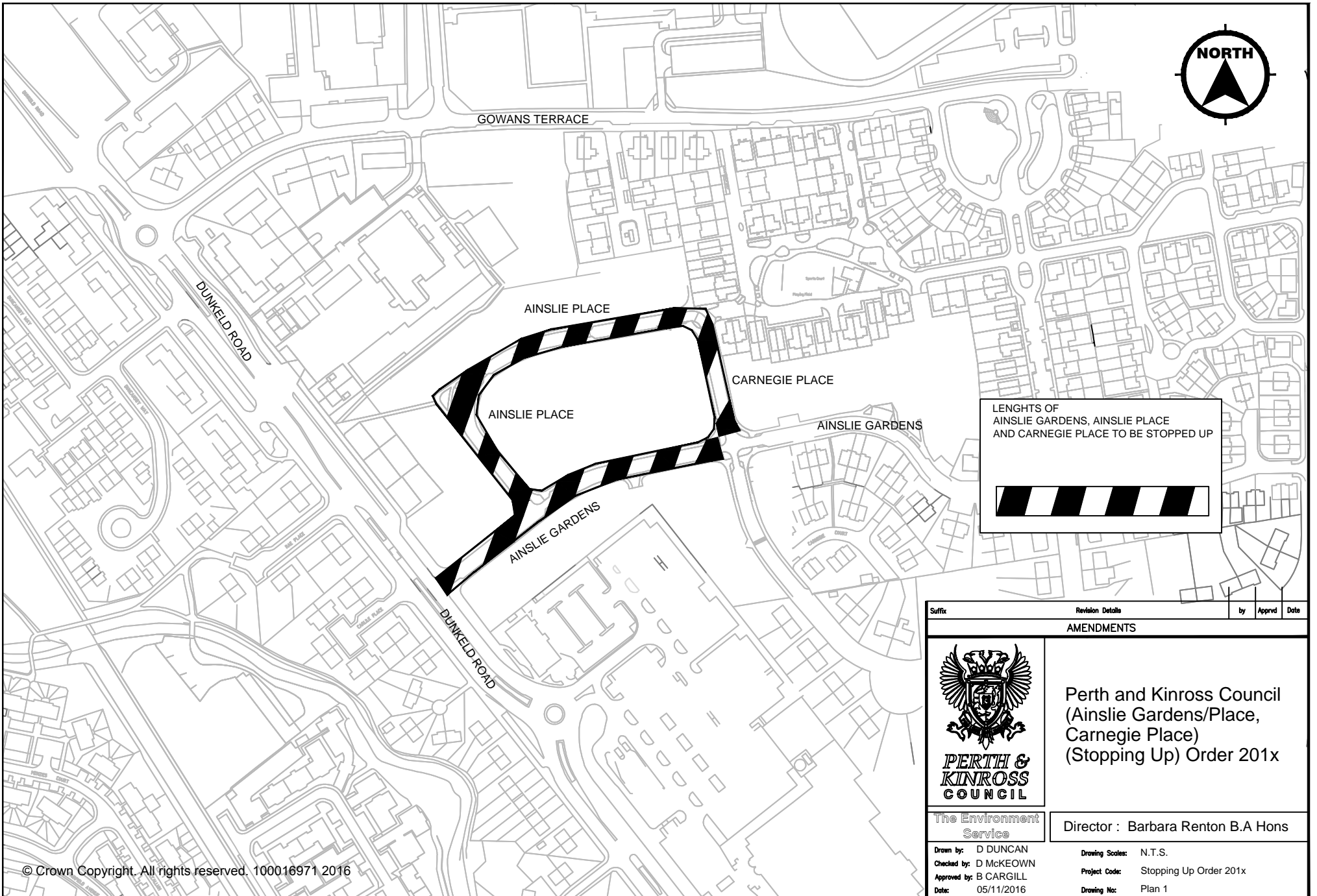
- 5.1 Approval will allow a start to be made to the formal procedure to promote the Stopping Up Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to be raised. 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 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report.


**3 APPENDICES**

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



LENGTHS OF  
 AINSLIE GARDENS, AINSLIE PLACE  
 AND CARNEGIE PLACE TO BE STOPPED UP



| Suffix                                                                                                                      | Revision Details | by                                                                                                  | Apprd | Date |
|-----------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------------------------------------------------------------------------------------|-------|------|
| <b>AMENDMENTS</b>                                                                                                           |                  |                                                                                                     |       |      |
| <br><b>PERTH &amp; KINROSS COUNCIL</b> |                  | Perth and Kinross Council<br>(Ainslie Gardens/Place,<br>Carnegie Place)<br>(Stopping Up) Order 201x |       |      |
|                                                                                                                             |                  | Director : Barbara Renton B.A Hons                                                                  |       |      |
| <b>The Environment Service</b>                                                                                              |                  | Drawing Scales: N.T.S.<br>Project Code: Stopping Up Order 201x<br>Drawing No: Plan 1                |       |      |
| Drawn by: D DUNCAN<br>Checked by: D McKEOWN<br>Approved by: B CARGILL<br>Date: 05/11/2016                                   |                  |                                                                                                     |       |      |



**PERTH AND KINROSS COUNCIL**

**Enterprise and Infrastructure Committee**

**11 January 2017**

**PROPOSED VARIATION TO WAITING RESTRICTIONS, PERTH**

**Report by Director (Environment)**

This report summarises the objections received on the proposal to introduce waiting restrictions on Needless Road, Perth. It recommends that the Committee set aside the objections and that the Order is made as advertised.

**1. BACKGROUND**

- 1.1 At its meeting on 7 September 2016, the Committee agreed to promote a Traffic Regulation Order (TRO) to introduce No Waiting at Any Time restrictions on Needless Road, Perth (Report No 15 16/384 refers).
- 1.2 The report detailed the proposal to introduce waiting restrictions on Needless Road, Perth.
- 1.3 A petition with a formal objection was received to the proposals.

| <b>Name on file</b>           | <b>Reason for objection</b>                                                                                                      | <b>Response</b>                                                                                                                                                 |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Petition with 13 names listed | There is limited parking available for residents in this area. Additional restrictions would exasperate the shortage of parking. | The restrictions are considered necessary to maintain clear site lines at junctions, and allow easy access for residents, and for the safety of all road users. |

**2. PROPOSALS**

- 2.1 It is proposed to set aside the objections received and to proceed to make the TRO to introduce waiting restrictions on Needless Road, Perth.

**3. CONCLUSION AND RECOMMENDATION**

- 3.1 This report outlines the objections received during the advertising of the proposal to introduce waiting restrictions in Needless Road in Perth.
- 3.2 It is recommended that Committee sets aside the objections received and to proceed to make the TRO to introduce waiting restrictions in Needless Road, Perth as advertised.

**Author**

| <b>Name</b>     | <b>Designation</b>          | <b>Contact Details</b>                                                                            |
|-----------------|-----------------------------|---------------------------------------------------------------------------------------------------|
| Charles Haggart | Traffic and Network Manager | 01738 47500<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

**Approved**

| <b>Name</b>    | <b>Designation</b>     | <b>Date</b>      |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 16 November 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 There are no capital resource implications arising directly from the recommendations in this report.

#### Revenue

- 2.2 There are no additional financial implications associated with the recommendations in this report. The financial implications of advertising and implementing the waiting restriction changes were provided in the previous report. (Report No 15 16/384 refers.)

#### 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 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 and Local Elected Members have also been consulted and support the proposal.

## **5. Communication**

- 5.1 None.

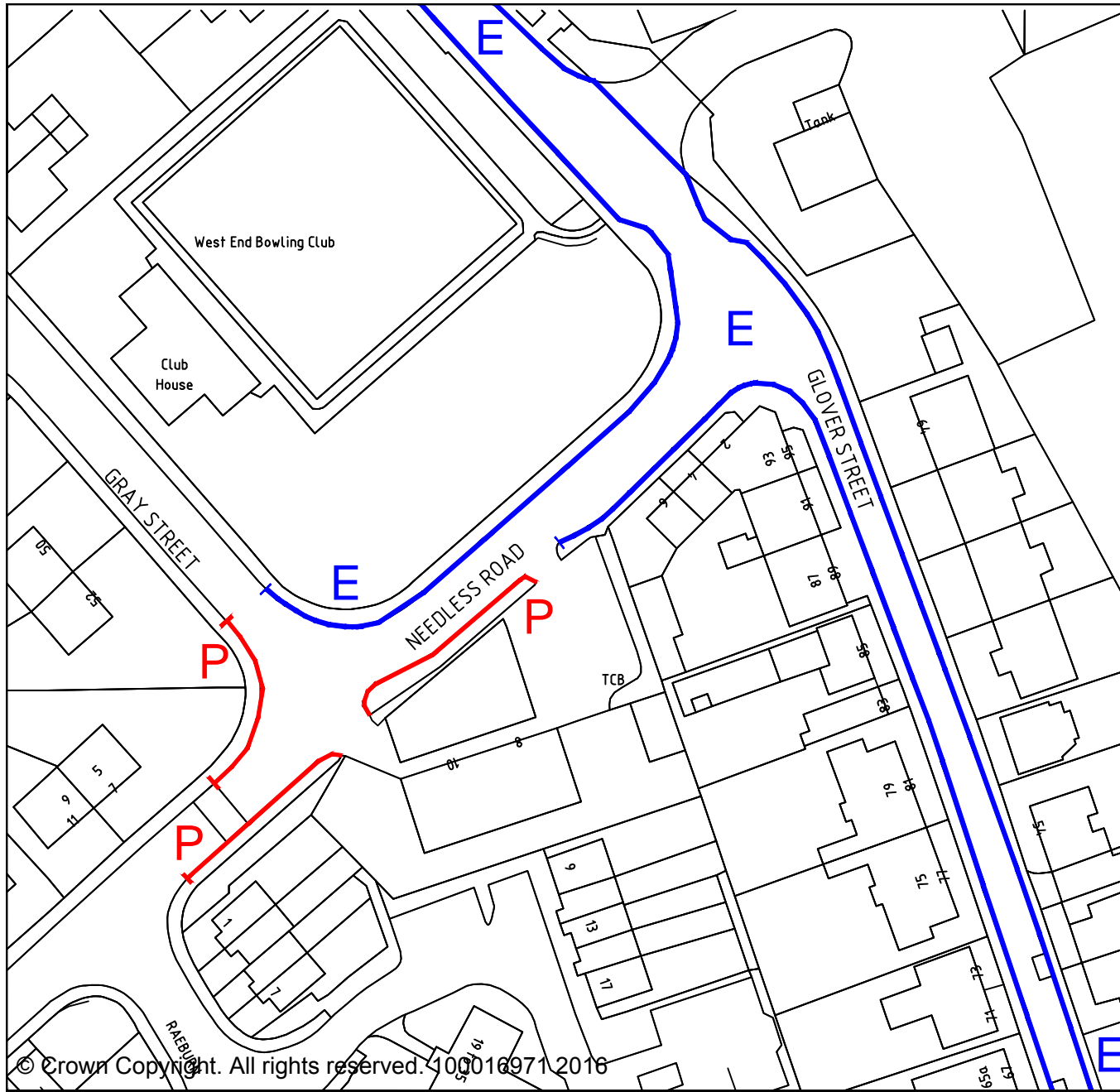
## **2. BACKGROUND PAPERS**

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:

- Enterprise and Infrastructure Committee 7 September 2016 proposed Variation to Waiting Restrictions Kingswell Terrace, Needless Road Perth. (15 16/384)

## **3. APPENDICES**

3.1 The proposals are shown at Appendix 1



Key:

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

No waiting at any time proposed **P**

| Suffix     | Revision Details | by | Apprd | Date |
|------------|------------------|----|-------|------|
| AMENDMENTS |                  |    |       |      |



Proposed  
No Waiting at  
Any Time  
Waiting Restrictions  
Needless Road, Perth

The Environment Service

Drawn by: D DUNCAN  
 Checked by: D McKEOWN  
 Approved by: B CARGILL  
 Date: 17\_04\_16

Director - Barbara Renton BA Hons

Drawing Scale: N.T.S.  
 Project Code: PTM Vo No 10 201x  
 Drawing No: PLAN 1



**PERTH & KINROSS COUNCIL**

**Enterprise and Infrastructure Committee**

**11 January 2017**

**Digital Infrastructure in Perth and Kinross – Progress Report**

**Report by Director (Environment)**

The purpose of the report is to provide an update on progress in providing digital infrastructure in Perth and Kinross through the Digital Scotland Superfast Broadband programme. It also outlines work that has now been initiated on the Government's new R100 programme and recommends a new initiative through the LEADER programme to support digital connections in the most remote rural communities. A short presentation will be made to the Committee to introduce this item.

**1. BACKGROUND/MAIN ISSUES**

- 1.1 Access to high quality fixed and mobile internet services is important to the lives of people in Perth and Kinross. Over recent years, all nations across the UK have seen an increase in the coverage of these services. However, there are many areas of Perth and Kinross where fast broadband services remain unavailable and where mobile coverage is poor.
- 1.2 Scotland sees lower availability of communications services than the UK as a whole. The relative lack of market incentives also means that the way to increase digital and mobile coverage in many of the more remote rural areas relies partly on publicly funded intervention programmes.
- 1.3 This report covers the progress of the intervention programme established by the Scottish Government for the Rest of Scotland area (there is also one for Highlands and Islands), which is the Digital Scotland Superfast Broadband Programme (DSSB). It also outlines the development of the new R100 programme that aims to achieve 100% coverage of superfast broadband in Scotland by 2021. It then indicates the support that it is suggested should now be provided to the most remote rural communities through funding allocated by the Council to be matched with EU funding from the Rural Perth and Kinross LEADER programme.
- 1.4 A short presentation will be given to the Committee to introduce the item and a Glossary of Terms is given in Appendix 1.

## 2. DIGITAL SCOTLAND SUPERFAST BROADBAND PROGRAMME

- 2.1 Members of the Committee have received previous reports on the progress of the Digital Scotland Superfast Broadband (DSSB) programme which is one of the schemes established to provide digital infrastructure. Previous reports have updated on the series of objectives agreed by the Committee and revised on 20 November 2013 (Report 13/550 refers) to improve broadband and digital infrastructure across the area and to make Perth a 'Super Connected City'.
- 2.2 An initial progress report was considered by this Committee on 2 April 2014 (Report 14/153 refers) and the last report was made on 3 June 2015 (Report 15/228 refers). In summary, the project's objectives and progress against them is provided in the following table:

| <b>Project's Objectives</b>                                                                                                               | <b>Progress / Comments</b>                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Objective 1: by 2017, as a minimum, all premises across Perth & Kinross will have access to a 2Mbps service.                              | 71.2% of premises have access to a 2Mbps service (as at June 2016 Digital Scotland). 90% coverage is anticipated by the end of 2017 (Digital Scotland). Baseline was 41.2% at start of the contract.                                                                                                |
| Objective 2: by 2017, 90% of premises in Perth & Kinross will have access to a Next Generation Broadband (NGB) service of 24Mbps or more. | 68.3% of premises currently have access to a >24Mbps service (as at June 2016 Digital Scotland). 83.1% coverage is anticipated by the end of 2017. Baseline was 41.2% at start of the contract. Average UK broadband speed is 28.9Mbps (Ofcom, Nov 2015).                                           |
| <b>Project's Objectives</b>                                                                                                               | <b>Progress / Comments</b>                                                                                                                                                                                                                                                                          |
| Objective 3: by 2017, all settlements over 1,000 people in Perth & Kinross will have access to a 24Mbps service or more.                  | Information is not provided by Digital Scotland in this format on a routine basis. October 2016 figures show 36,162 premises in 41 settlements had access to fibre broadband but only 62% of these are Fibre to the Cabinet (FTTC) links that can access 24Mbps, others are on Exchange Only lines. |
| Objective 4: by 2015, premises in Perth City will have 100% access to Ultrafast Broadband service (at least 80Mbps).                      | 77.4% have access to >30Mbps but only 48.12% have access to >100Mbps in the Perth and N Perthshire area (thinkbroadband.com on 1/12/2016).                                                                                                                                                          |



|                                                                                                                                          |                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| Objective 5: by 2015, Perth City will have better wireless coverage                                                                      | A city-wide Wi-Fi scheme for Perth is being procured as a pilot, prior to other towns being considered. |
| Objective 6: take-up of broadband services will be at least equal to the average across the UK (current UK take-up rate is 75%) by 2017. | Broadband take-up for Perth and Kinross is 73.3%<br>71% for Scotland<br>78% in UK (Ofcom, 2014).        |

2.3 Ofcom, in its Connected Nations 2015 report for Scotland noted that coverage of superfast broadband has increased significantly in the past year as the DSSB programme rolls out. Mobile coverage for data services (to enable internet use of web applications) has increased modestly in Scotland, but basic voice service coverage (such as 2G to make calls or send texts) remains unchanged.

2.4 The targets for the DSSB intervention programme for Scotland are as follows:

- Fibre connectivity to 85% of premises by the end of 2015 (updated to March 2106).
- Fibre connectivity to 95% of premises by the end of 2017 (recently updated by Digital Scotland to March 2018).

2.5 BT stated, in the contract with Scottish Government, that it expects 77% of premises to achieve speeds of more than 24 Mbps. However, due to the length of copper cabling and other geographic and technical reasons, the Scottish Government and BT cannot guarantee the actual speeds premises will receive.

2.6 The DSSB programme is funded from a mixture of public and private sources to total of £264m comprising £157m from public sources (Scottish Government, ERDF, Broadband Delivery UK and all 27 local authorities that form part of the Rest of Scotland Project area). This includes £1.2m from Perth and Kinross, and a further £200K to support rural communities. BT has provided £106.7m.

2.7 Fibre to the Cabinet (FTTC) is the main technology currently in use in the programme (see Appendix 1) which generally offers download speeds of up to 80Mbps and upload speeds up to 20Mbps. However, some premises are connected directly to the telephone exchange via 'Exchange Only Lines'. There is no Fibre to the Premises (FTTP) in Perth and Kinross. Commercial providers are providing FTTP but only where it is commercially viable. Virgin media cable, for example, is provided to 33% of premises in Perth and Kinross, but is largely focused on the Perth/Scone and Blairgowrie areas.

- 2.8 The Programme is now over halfway to meeting its overall 750,000 premises target, with the Highlands and Islands programme completing in advance of the Rest of Scotland programme by the end of 2016.
- 2.9 In August 2016, Audit Scotland reviewed progress on the roll-out of superfast broadband in Scotland. By March, 2016 85% of premises had access to fibre broadband. BT are currently on track to provide access to 95% of premises in Scotland by December 2017, although they state the remainder of the roll-out will be more challenging.
- 2.10 In Perth and Kinross, access to superfast broadband has increased from the baseline of 41% at the start of the contract to 71%. However, the Council area was one of only six in Scotland where the 85% target by March 2016 was not met. Those areas without access are rural or remote and are likely to need more complicated and costly engineering solutions. Premises in rural areas also currently receive lower average speeds than elsewhere. In these areas there is the potential that many communities may become digitally excluded where solutions cannot be found to connect them to the internet.
- 2.11 In Scotland, more premises connected to the network are estimated to receive speeds which exceed 24 Mbps than is set out in the DSSB contract. Lower than expected costs of delivery and higher than expected take-up of broadband services means that an additional £27 million will be available to extend broadband coverage beyond the original Rest of Scotland contract area and this could benefit Perth and Kinross.
- 2.12 A detailed update on progress in relation to the above objectives is outlined below:

### **Objective 1 (Improved Broadband Speed across Perth and Kinross)**

- 2.13 The contract between the BT Group and the Scottish Government was signed on 9 July 2013. The programme is on time and on budget, but the target for delivery to 85% of premises by the end of 2015 was not been met in Perth and Kinross. This is due to the rural nature of our area and because commercial coverage is limited.
- 2.14 As agreed in the contract, central funding (i.e. Scottish Government, Broadband Delivery UK (BDUK) and European Regional Development Fund) would provide a minimum speed of 2Mbps to all premises in Perth and Kinross. Digital Scotland information on progress at this stage, indicates that, by the end of the contract in 2017, there will still be 10% of the area without fibre coverage. These areas will either be covered through the Better Broadband subsidy scheme to achieve other solutions or will be picked up by by the new R100 programme.
- 2.15 In many cases, a subsidy for a satellite connection will be made through the Better Broadband scheme. However, wireless networks are also a possibility as well as mobile broadband, where mobile networks are available.

## **Objectives 2 & 3 (Next Generation Broadband)**

- 2.16 In the contract with BT, the aim is to provide superfast broadband to 90% of premises in Perth and Kinross by December 2017. As at 30 June 2016, 68.3% of premises have gained access to fibre coverage. This means that residents and businesses with access can contact their internet service providers to upgrade their services and achieve speeds of at least 24Mbps.
- 2.17 The programme is now extending into more rural parts of Perth and Kinross and, for example, part or all of the following settlements can now access superfast broadband: Abernethy, Ballingluig, Burrelton, Errol, Inchtute, and Methven. There have been Cabinet launches attended recently by the Convenor in Crieff and Inchtute and more are currently being planned for 2017 – the final year of the contract.
- 2.18 For premises that cannot access a 2Mbps service, there is a Better Broadband subsidy scheme where householders can apply for a subsidy for deployment of alternative solutions using wireless or satellite. This remains the best current option for many homes in Perth and Kinross where there are no plans to bring superfast broadband in the next 6-12 months or for premises that are too far from cabinets or with Exchange Only lines. This is also the case for premises covered by the commercial roll-out which have not yet been reached.
- 2.19 Community Broadband Scotland (CBS) will also assist communities in areas that are difficult for the DSSB programme to reach. The Council frequently works with the community and with CBS to provide advice regarding available options. The Government is currently considering the role of CBS in the context of the R100 programme.
- 2.20 The Council agreed to provide an additional £200K in 2015/16 to support communities in the development of alternative solutions to:
- carry out technical feasibility studies to provide communities with technology solution options to improve broadband access;
  - support communities to develop business models to implement and procure technology solutions; and
  - match fund public or private funding to install and trial technology solutions.
- 2.21 This funding can be matched by the Rural Perth and Kinross LEADER programme to establish a project to support rural communities.

- 2.22 Several localised projects have been supported by the Council and Community Broadband Scotland and are currently in the project pipeline.

#### **Objectives 4 & 5 (Perth City)**

- 2.23 The majority of cabinets in Perth and Scone have been upgraded with speeds of up to 74Mbps achievable in Scone and around 27Mbps in Perth. Broadband provision at over 30Mbps is available to around 77% of premises in the Perth and North Perthshire constituency area.
- 2.24 The Council implemented a Broadband Connection Voucher Scheme funded by the UK Department of Communications, Media, Culture and Sport (DCMS) which initially focused on Perth City but was extended to the whole of Perth and Kinross. This concluded at the end of March 2016 and supported 120 SMEs to establish superfast broadband connections.
- 2.25 The network of free public WiFi hotspots in public buildings in Perth has been extended to nine other venues outside the city using further funding secured by the Council from Scottish Government. These venues include Scone Library, Blairgowrie Town Hall and the mobile libraries. A free public WiFi network is currently being procured for Perth city centre with a view to extend to other town centres if this is successful.
- 2.26 Wireless in the city will help mobile operators to improve 4G coverage and eventually 5G coverage. It can be used by the Council and other providers to progress smart city projects (e.g. parking, intelligent street lighting, footfall counts, air quality and noise monitoring).

#### **Objective 6 (Broadband Take Up)**

- 2.27 Broadband take-up for Perth and Kinross is above the Scotland average of 71% at 73.3% but below the 78% achieved in the UK. Take-up rates can be affected by income and age, with those aged over 55 or on low incomes often being low internet users
- 2.28 In terms of the DSSB programme, BT originally expected that 20% of premises would take up superfast broadband as a result of the intervention scheme by the end of the contracts in December 2017. As take-up has been higher than expected (around 24% of premises had connected by the end of June 2016), BT offered to release early a share of the additional income generated, to be used for reinvestment. BT now expects take-up to be 30%.
- 2.29 If take-up exceeds 30% then this will trigger BT's release of further funding for reinvestment. Take up in Perth and Kinross currently stands at 26% (October 2016) and is frequently above the Scotland average which may indicate a good response in many communities to demand stimulation activities.

### **3. REACHING 100% - THE R100 PROGRAMME**

- 3.1 The Scottish Government has announced that it is committed to reaching 100% coverage of broadband by 2021 and the R100 broadband programme has now been initiated to achieve this. In the intervening time, the definition of superfast broadband has been raised to 30 Mbps by the EU and this is now adopted by R100.
- 3.2 The purpose of this new programme – for which an additional £42m has been allocated - is to facilitate the deployment of infrastructure that will support superfast broadband connections (i.e. above 30 Mbps) to premises that will not receive such a service with existing or planned infrastructure by the end of 2021. The programme builds on the investment in superfast broadband that has been realised through the DSSB programme.
- 3.3 It has been estimated there may be around 300,000 premises to be addressed by the R100 programme in Scotland. For various reasons, including state aid requirements, it is likely that the remaining premises will be split into several lots within one or more procurements. R100 will prioritise premises currently receiving less than 15Mbps from existing operators in this exercise.
- 3.4 As part of R100, Community Broadband Scotland is likely to continue to support technology solutions (mainly wireless) in remote rural areas while accessible rural areas and small towns are likely to be serviced by operators given grant by the R100 Programme. Some urban areas that are still not covered by broadband will be supported through incentivised expansion of existing commercial deployment.

#### **EU LEADER PROGRAMME SUPPORT TO REMOTE RURAL COMMUNITIES**

- 3.5 In the context of the developing R100 programme, it is now timely to consider further support to rural communities particularly in the Rural Perth and Kinross LEADER area. These are premises that will not receive superfast broadband from the current DSSB Programme and are in areas that the R100 Programme will find hardest to reach. It is proposed that the £200,000 funding that was allocated by the Council could be matched in part by EU LEADER funding to support a new Rural Broadband project that will assist remote local communities, working closely with Community Broadband Scotland. . As the Council funding will require to be carried forward beyond 2016/17, this is subject to approval when the Council Revenue budget is set on 9 February 2017. The EU LEADER funding will be subject to the approval of the LEADER Local Action Group.

- 3.6 The project will assess the extent of existing and planned deployment of superfast broadband and the speeds likely to be achieved in communities of Rural Perth and Kinross. It will identify specified areas - based on postcode analysis - that are likely to require support because of their geographical location, technical constraints or need for connectivity for economic or social reasons.
- 3.7 Consultation will take place with communities to assess their aspirations for internet access based on their uses and describe which technological solutions may best support them. The initiative will provide technical advice and help develop feasibility studies, business cases and procurement routes for local communities.

#### **4. CONCLUSION AND RECOMMENDATIONS**

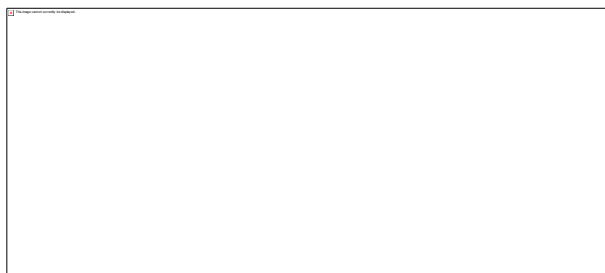
- 4.1 The report has reviewed progress on the existing DSSB programme to improve digital connectivity across Perth and Kinross. It also outlines the work now being undertaken by Scottish Government to reach 100% coverage of superfast broadband in Scotland by 2021. It suggests that, because remote rural areas are still a challenge for both the current and new broadband intervention programmes of Scottish Government, support for rural communities should continue to be provided.
- 4.2 It is recommended that the Committee:
- i) Notes the progress made to improve digital connectivity in Perth and Kinross by Digital Scotland through the DSSB programme but also the issues that remain over rural connectivity.
  - ii) Proposes that the £200,000 funding allocated by the Council is carried forward beyond 2016/17 to provide assistance for digital connectivity to the most remote rural communities now be utilised as part of a new LEADER Rural Broadband project. This will be subject to approval by Council on 9 February 2017.

**Authors:**

| <b>Name</b>     | <b>Designation</b>                      | <b>Contact Details</b>                                                                             |
|-----------------|-----------------------------------------|----------------------------------------------------------------------------------------------------|
| Graham Pinfield | Smart Perth and Kinross Project Officer | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

**Approved:**

| <b>Name</b>    | <b>Designation</b>     | <b>Date</b>     |
|----------------|------------------------|-----------------|
| Barbara Renton | Director (Environment) | 7 December 2016 |



## 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>No</b>         |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>Yes</b>        |

### 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 the outcome of 'a thriving, expanding economy' including the enhancement of digital broadband locally to increase the capacity to access services digitally and support more local working.

#### Corporate Plan

- 1.2 Perth and Kinross Council Corporate Plan 2013/2018 set out five strategic objectives:
- (i) Giving every child the best start in life;
  - (ii) Developing educated, responsible and informed citizens;
  - (iii) Promoting a prosperous, inclusive and sustainable economy;
  - (iv) Supporting people to lead independent, healthy and active lives; and
  - (iv) Creating a safe and sustainable place for future generations.



- 1.3 This report relates to Objective No (iii) 'Promoting a prosperous, inclusive and sustainable economy' and the outcome of 'Thriving, expanding economy' by ensuring that all our communities benefit from improved digital connectivity. It will also support Perth City Plan to make sure that Perth City is digitally connected with access to superfast broadband to encourage business growth

## **2. Resource Implications**

### Financial

- 2.1 Perth and Kinross Council contributed £1.2M to support the roll-out of the Scottish Government Step Change (Rest of Scotland) programme. This was approved by Council on 19 December 2012.
- 2.2 The Council allocated an additional £200,000 in 2015/16 to support communities in the development of alternative solutions. It is proposed that this funding is matched by EU LEADER funding to support a new Rural Broadband project. As the funding will require to be carried forward beyond 2016/17, this is subject to approval when the Council Revenue budget is set on 9 February 2017.

### Workforce

- 2.3 Project management support is currently provided by the Business Development Team within the Environment Service.

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

- 2.4 It is envisaged that the development of wireless coverage in Perth city centre will use Council's assets (e.g. lampposts, CCTV, buildings). Such use will be negotiated and agreed using the current procedures for such use.

## **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. 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: the proposal could have a positive impact on older people, people with a disability or people on low income or not working by offering more opportunities to access services and develop social interactions. However, specific targeted activities would have to be developed to promote positive impact and address digital divide.

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. The proposals have been considered under the Act and no further action is required.

### 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. The activities in this report will contribute towards sustainable economic development, reduction of travel to access services from/to work and improved access to the internet for rural communities.

### Legal and Governance

- 3.5 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 and to plan key infrastructure. There are no legal implications arising from the proposals contained in this report and any state aid issues will be dealt with through any procurement processes.

### 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. The main risks in relation to the roll-out of the DSSB programme relate to the delivery of the contract to time and on budget which are dealt with in the report.

## **4. Consultation**

### Internal

- 4.1 Other services are involved and consulted upon in terms of the delivery of the DSSB programme and will be consulted in the delivery of the R100 programme and LEADER Rural Broadband project.

### External

- 4.2 Community Broadband Scotland, the Scottish Government, telecommunication operators are part of the DSSB project and therefore are kept regularly informed of progress.

## **5. Communication**

- 5.1 Communication between Digital Scotland and the Council communications teams is good and frequent.

## **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. APPENDIX**

- 3.1 Appendix 1 – Glossary of Terms

## GLOSSARY OF TERMS

**2G Second generation of mobile telephony systems:** Uses digital transmission to support voice, low-speed data communications, and short messaging services.

**3G Third generation of mobile telephony systems:** Provides high-speed data transmission and supports multimedia applications such as full-motion video, video-conferencing and internet access, alongside conventional voice services.

**4G Fourth generation mobile telecommunications technology:** Provides potential for mobile web access, IP telephony, gaming services, high-definition mobile TV, video conferencing, and 3D television.

**5G Fifth generation mobile networks:** These are the next telecommunications standards which provides higher capacity than current 4G, allowing higher number of mobile broadband users per area unit. This would make it feasible for a large portion of the population to stream high-definition media many hours per day with their mobile devices, when out of reach of WiFi hotspots.

**ADSL Asymmetric Digital Subscriber Line:** A digital technology that allows the use of a standard telephone line to provide high speed data communications. Allows higher speeds in one direction (towards the customer) than the other.

**Broadband:** A service or connection generally defined as being 'always on' and providing a bandwidth greater than narrowband.

**Broadband Internet Access:** Often shortened to just 'Broadband' is the process of connecting to the Internet and transferring high volume of data at high speed rates. Connections are measured in Kilo Bits Per Second (kbps) or Mega Bits Per Second (Mbps). The higher volume of data per second is transferred the better the connection is.

**Exchange only lines:** Exchange Only (EO) properties are connected directly to the exchange – there is no green cabinet between the property and the exchange to upgrade with fibre cabling. This is why superfast speeds cannot be reached by these properties until BT Openreach have installed two new cabinets – one for fibre and one for copper.

**Fibre-to-the-Cabinet (FTTC):** Access network consisting of optical fibre extending from the access node to the street cabinet. The street cabinet is usually located only a few hundred metres from the subscriber premises. The remaining segment of the access network from the cabinet to the customer is usually copper but could use another technology, such as wireless.

**Fibre-to-the-Premises (FTTP):** A form of fibre optic communication delivery in which the optical signal reaches the end user's living or office space directly.

**Internet:** A global network of networks, using a common set of standards (e.g. the Internet Protocol), accessed by users with a computer via a service provider.

**ISP Internet Service Provider:** A company that provides access to the internet.

**Mobile Broadband:** Various types of wireless high-speed internet access through a portable modem, telephone or other device.

**Next Generation Access:** Next-generation access describes a significant upgrade to the broadband available by making a step change in speed and quality of the service. This is typically thought of as a download speed of 24Mb plus and a fast upload speed.

**Public hotspot:** A public location which provides access to the internet usually using WiFi technology.

**Satellite Broadband:** Satellite broadband is delivered by a satellite in orbit around the earth which communicates with a computer via a satellite dish on the person's premises. The capability of current satellite broadband services is around 10 Mbps, however, the next generation could potentially deliver speeds of up to 50 Mbps.

**Superfast Broadband:** Super-fast broadband is generally taken to mean broadband products that provide a maximum download speed that is greater than 24 Mbps. This threshold is commonly considered to be the maximum speed that can be supported on current generation networks.

**Wireless LAN or WiFi (Wireless Fidelity):** Short range wireless technologies which allow an over-the-air connection between a wireless client and a base station, or between two wireless client

