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Council Building
2 High Street
Perth
PH1 5PH

24 October 2019

A Meeting of the **Environment and Infrastructure Committee** will be held in the **Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 30 October 2019** at **13:00**

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

KAREN REID
Chief Executive

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

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

Members:

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

Environment and Infrastructure Committee

Wednesday, 30 October 2019

AGENDA

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

- 1 WELCOME AND APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF THE ENVIRONMENT AND INFRASTRUCTURE COMMITTEE OF 21 OF AUGUST FOR APPROVAL** **7 - 10**
(copy herewith)
- 4 EVENT FUNDING APPLICATION - CRIEFF FIRE AND LIGHT FESTIVAL EVENT** **11 - 18**
Report by Executive Director (Housing and Environment) (copy herewith 19/303)
- 5 ETAPE CALEDONIA EVENT** **19 - 24**
Report by Executive Director (Housing and Environment) (copy herewith 19/304)
- 6 HOUSING AND ENVIRONMENT SIX MONTH PERFORMANCE SUMMARY 2019/20 - EXCEPTION REPORT** **25 - 46**
Report by Executive Director (Housing and Environment) (copy herewith 19/298)
- 7 ROADS ASSET ANNUAL STATUS REPORT - 2018/19** **47 - 80**
Report by Executive Director (Housing and Environment) (copy herewith 19/305)
- 8 GREENSPACE ASSET ANNUAL STATUS REPORT** **81 - 100**
Report by Executive Director (Housing and Environment) (copy herewith 19/306)
- 9 ANNUAL PLANNING ENFORCEMENT REPORT 2018-19** **101 - 124**
Report by Executive Director (Housing and Environment) (copy herewith 19/307)
- 10 QUEEN'S BRIDGE AND OLD BRIDGE - PERTH STRENGTHENING WORKS** **125 - 134**
Report by Executive Director (Housing and Environment) (copy herewith 19/308)

11	FLOOD PROTECTION STUDIES - PITLOCHRY AND ABERFELDY Report by Executive Director (Housing and Environment) (copy herewith 10/309)	135 - 158
12	WASTE MANAGEMENT PLAN 2010-2025 - PROGRESS REPORT Report by Executive Director (Housing and Environment) (copy herewith 19/310)	159 - 186
13	PERTH AND KINROSS OUTDOOR ACCESS FORUM ANNUAL REPORT Report by Executive Director (Housing and Environment) (copy herewith 19/311)	187 - 198
14	FREE FESTIVE PARKING 2019 AND 2020 Report by Executive Director (Housing and Environment) (copy herewith 19/312)	199 - 206
15	CONSULTATION REPLY ON NATIONAL TRANSPORT STRATEGY Report by Executive Director (Housing and Environment) (copy herewith 19/320)	207 - 222
16	NORTH INCH GOLF COURSE ANNUAL REPORT 2018/19 Report by Executive Director (Housing and Environment) (copy herewith 19/313)	223 - 242
17	WORKS TO PRIVATE/UNADOPTED ROADS AND FOOTWAYS Report by Depute Director (Housing and Environment) (copy herewith 19/314)	243 - 254
18	ACTIVE TRAVEL STRATEGY - RE-DETERMINATION OF FRONT ROW, ABERARGIE - FOOTWAY FOR SHARED USE Report by Depute Director (Housing and Environment) (copy herewith 19/315)	255 - 262
19	ACTIVE TRAVEL STRATEGY - RE-DETERMINATION OF WESTERN ROAD, AUCHTERARDER - FOOTWAY FOR SHARED USE Report by Depute Director (Housing and Environment) (copy herewith 19/316)	263 - 270
20	PROPOSED 30MPH SPEED LIMIT AT DUCHESS STREET (U28), STANLEY Report by Depute Director (Housing and Environment) (copy herewith 19/317)	271 - 278

- 21 PROPOSED 30MPH AND 40MPH SPEED LIMITS AT BUTTERSTONE (A923) 279 - 286**
Report by Depute Director (Housing and Environment) (copy herewith 19/318)
- 22 PROPOSED 40MPH SPEED LIMIT AT MEIGLE (A94, B954 AND C22) 287 - 296**
Report by Depute Director (Housing and Environment) (copy herewith 19/319)
- 23 TRAVEL AMBASSADOR**
The Committee is asked to approve the appointment of Councillor David Illingworth to replace Councillor Lewis Simpson, as the Councils Travel Ambassador to promote sustainable travel across elected members and members of the community to support the Sustran project.

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PERTH AND KINROSS COUNCIL
ENVIRONMENT AND INFRASTRUCTURE COMMITTEE
21 AUGUST 2019

ENVIRONMENT AND INFRASTRUCTURE COMMITTEE

Minute of meeting of the Environment and Infrastructure Committee held in the Council Chamber, 2 High Street, Perth on 21 August 2019 at 1.00pm.

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

In Attendance: B Renton, Executive Director (Housing and Environment); M Butterworth, S D'All, C Haggart and K Steven (all Housing and Environment Service) C Flynn and K Molley (Corporate and Democratic Services).

Apologies: Councillors M Barnacle, A Jarvis, and W Robertson.

Councillor A Forbes, Convener, Presiding.

The Convener led discussion on Arts. 395-398 and 400-402 and the Vice-Convener led discussion on Art. 399.

395. WELCOME AND APOLOGIES

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

396. DECLARATIONS OF INTEREST

In terms of Councillors' Code of Conduct, Councillor A Forbes declared a non-financial interest in Art. 399.

397. MINUTE OF PREVIOUS MEETING

The minute of the meeting of the Environment and Infrastructure Committee of 15 May 2019 (Arts. 254-265) was submitted and approved as a correct record and authorised for signature.

398. AIR QUALITY ACTION PLAN FOR CRIEFF

There was submitted a report by the Executive Director (Housing and Environment) (19/217) asking the Committee for approval of the finalised Air Quality Action Plan.

Resolved:

- (i) The contents of the final Air Quality Action Plan for Crieff, be noted and agreed.
- (ii) The Executive Director (Housing and Environment) be requested to bring a report back to committee within six months to a year on the progress made of the Air Quality Action Plan for Crieff.

399. POLICY AND LEVEL OF SERVICE FOR WINTER 2019/2020

There was submitted a report by the Depute Director (Housing and Environment) (19/218) recommending the level of service to be approved by the Council for the gritting and snow clearing of roads and footways in Perth and Kinross during the winter of 2019/2020 using plant and labour resources of Tayside Contracts and other Council Services.

Resolved:

- (i) The delivery of the winter maintenance service as outlined in section 2 or report 19/218, be agreed.
- (ii) The Executive Director (Housing and Environment) be authorised to make arrangements out with the policy and level of service in exceptional conditions such as snow emergencies.
- (iii) It be agreed that the main winter period be extended by one week either end of winter, to mitigate the need for regular volunteers to be sought to cover these periods.
- (iv) It be further agreed that the budget of £3.715m also be used to fund other weather related emergencies, such as works to mitigate immediate risk of flooding to properties/roads and wind damage, directly affecting free movement across the roads network.

400. PROPOSED ONE WAY ROAD AND VARIATION TO WAITING RESTRICTIONS LOWER MILL STREET, BLAIRGOWRIE (WARD 3)

There was submitted a report by the Depute Director (Housing and Environment) (19/219)(1) highlighting an objection received on the proposal to introduce a one way road restriction and waiting restrictions on Lower Mill Street, Blairgowrie; and (2) recommending the Committee set aside the objection and the Order is made as advertised.

Resolved:

The objection to the proposal to introduce a one way road restriction and No Waiting at Any Time restrictions at Lower Mill Street, Blairgowrie be set aside and the Traffic Regulation Order be made as advertised.

401. PROPOSED ADDITIONAL GREEN ROUTES BLACKFORD (WARD 7)

There was submitted a report by the Depute Director (Housing and Environment) (19/220)(1) highlighting the success of previously-introduced Green Routes in promoting these roads for safe use by more sustainable but vulnerable transport modes; and (2) recommending that an additional route (Blackford) be promoted as part of the 'Green Routes'.

Resolved:

- (i) The proposed routes as detailed in Appendix 2 to Report 19/220, be taken forward as an addition to the Green Routes projects to be implemented in financial year 2019/2020.

PERTH AND KINROSS COUNCIL
ENVIRONMENT AND INFRASTRUCTURE COMMITTEE
21 AUGUST 2019

- (ii) The start of the legal process to promote the relevant Traffic Regulation Orders to vary the speed limits as detailed in Appendix 2 to Report 19/220, be approved.

402. PROPOSED VARIATION TO WAITING RESTRICTIONS, DARNHALL DRIVE, PARK PLACE & CLYDE PLACE, PERTH (Ward 10)

There was submitted a report by the Depute Director (Housing and Environment) (19/221) (1) outlining the problems experienced by residents in Darnhall Drive, Park Place and Clyde Place, Perth due to indiscriminate parking; and (2) recommending a variation to the Perth Traffic Management Order to vary the waiting restrictions on Darnhall Drive, Park Place and Clyde Place, Perth.

Resolved:

The promotion of a variation to the relevant Traffic Regulation Order to introduce No Waiting at Any Time waiting restrictions on Darnhall Drive, Park Place and Clyde Place, Perth as described in Report 19/221, be approved.

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## PERTH AND KINROSS COUNCIL

### Environment and Infrastructure Committee

30 October 2019

#### EVENT FUNDING APPLICATION – CRIEFF FIRE & LIGHT FESTIVAL EVENT

#### Report by Executive Director (Housing and Environment) (Report No. 19/303)

This report outlines the request received from the Crieff Succeeds Ltd Business Improvement District, to support the development of a performance event which is to be staged in Crieff in early 2020. It recommends £24,900 funding support in line with the provision through the 2019/20 revenue budget, to support start up events in rural Perth and Kinross, based on criteria previously agreed by the Environment and Infrastructure Committee.

### 1. BACKGROUND

- 1.1 At its meeting of May 2018, the Environment and Infrastructure Committee approved the criteria for the funding of events to be supported through the Council's 2018/19 revenue budget provision for groups in rural communities to apply for start-up funding for recurring events (Report No. 18/173 refers). The Committee also approved funding support of £30,000 to Crieff Succeeds Ltd Business Improvement District (BID) for a new promenade performance event which, it was intended, would be staged at Drummond Castle in late 2018.
- 1.2 However, for a number of reasons, including the appointment of a new BID Manager in late 2018, the development of this event did not proceed and consequently it was postponed. On taking up the post, the new BID Manager advised the Crieff Succeeds Ltd Board that consideration should be given to using Crieff town centre as the venue for the event. This was on the basis that there would be greater impact and benefit were the event to take place in the town centre.
- 1.3 The budget provision for rural events support is non-recurring budget motion monies approved in financial year 2018/19. Aside from Crieff Succeeds Ltd's original application, 8 event funding applications were received which fitted the rural events funding criteria with support of approximately £35K being provided. The remaining balance of £65K has been accrued to reserves for future applications. As the Crieff event did not proceed as originally intended, there is scope to accommodate the funding request from this remaining accrued budget balance.

### 2. PROPOSAL

- 2.1 Crieff Succeeds Ltd proposes that the event, with the working title "Crieff Fire and Light Festival", would take place in week commencing 2 March 2020 over six nights (provisionally Tuesday 3 to Sunday 8 March) at various locations in Crieff town centre including Leadenflower, Old St Michael's, Crieff Town Hall

(indoors and outdoors), and James Square. The programme would comprise a series of theatrical performances, animation and audience interactions, fire performers, with audio visual pieces projected onto the various buildings. The event would entail the audiences being “walked” around the trail, with audio-visual pieces partly delivered by headsets and with theatrical performances in five designated performance sites. Each performance/visual experience would last approximately 45 minutes with a total potential dwell time of 3 hours in Crieff town centre. The performances will culminate in a medieval themed market in James Square. The production would comprise elements of drama and humour drawing on the area’s rich heritage including its Jacobite connections and the torching of Crieff in the early 18<sup>th</sup> century. Audience participation would be by way of ticketed, timed slots each evening and the event would be suitable for all ages. Some elements of the event will be free of charge given the highly visual nature of the programme. Both professional actors and community participants will be involved in performances.

- 2.2 While the original event has been postponed and a new location proposed, the content and theming of the “Fire & Light Festival” are consistent with the original event concept planned for Drummond Castle. Furthermore, as with the original event, Crieff Succeeds Ltd is still engaging with the team behind a series of outdoor events in Scotland which includes Enchanted Forest, Electric Glen in East Renfrewshire, Spirits of Scone, and Colours of Cluny in Forres. Crieff Succeeds Ltd is confident that it has the right team in place to produce such an event at the proposed time of year, and in the new location of Crieff town centre. It is intended that the event will become an annual fixture in the Crieff events calendar.

### **Income and Expenditure Projection**

- 2.3 The Crieff BID has provided the following indicative budget information:

#### Income

|                                  |                |
|----------------------------------|----------------|
| Ticket sales                     | 15,000         |
| Sponsorship/advertising          | 5,000          |
| Crieff Succeeds Ltd core funding | 10,000         |
| PKC Grant                        | 24,900         |
| <b>Total</b>                     | <b>£54,900</b> |

#### Expenditure

|                            |        |
|----------------------------|--------|
| Tour guide equipment       | 3,000  |
| Lighting                   | 10,000 |
| Performers, actors, guides | 6,000  |
| Front of House             | 3,400  |
| Production                 | 8,000  |
| Management                 | 4,000  |
| Insurance                  | 1,500  |
| Script writing             | 2,000  |
| Stage management           | 3,000  |
| Marketing                  | 6,000  |

|                     |                |
|---------------------|----------------|
| Security/stewarding | 4,000          |
| Ticketing           | 1,500          |
| Contingency         | 2,500          |
| <b>Total</b>        | <b>£54,900</b> |

- 2.4 Crieff Succeeds is projecting a break even position for the event based on a grant award of £24,900 from Perth and Kinross Council.
- 2.5 The main budget points of difference between this event and the original one in 2018 are as follows:
- The revised event is over 6 nights for the launch year as opposed to 8 nights previously
  - There are no transport or site hire costs
  - Production costs for equipment are reduced to reflect a reduction in the hire term
  - There are no reinstatement costs for the site as would have been the case with Drummond Castle Gardens
  - Ticket sales are based on 8 groups per night being promenaded around the routes in the town, and comprising approximately 30 people in each group (1,440 customers in total for the six nights of the event). Ticket sales income is based on a ticket price range of £8 to £12
- 2.6 The original budget projection for the event at Drummond Castle Gardens was approximately £135,000. At this juncture, the budget is provisional but the event is clearly dependent on the Council grant funding to proceed. However, Crieff Succeeds Ltd is now seeking a lower grant contribution from the Council compared with the original 2018 request (which was £30,000) and which reflects the event's overall budget position and shorter duration, albeit with a lower customer capacity and a lower average ticket price. The Council's grant would be towards the event's production costs.
- 2.7 Crieff Succeeds Ltd is aware that Council funding is intended to "pump prime" the event in its inaugural year as the grant is non-recurring, and that there would be an expectation of the event moving to a sustainable model for subsequent years. The BID's intention is for the event to grow in the future by running over two weekends, extending the length of the route to increase audience capacity, and creating indoor and outdoor spaces where larger audience groups can congregate.
- 2.8 As outlined in the previous report to the Environment and Infrastructure Committee, the event itself will require the Council to issue a Public Entertainment Licence, and the Council, through its multi-agency Safety Advisory Group, would consider matters relating to the event's safety, security and the related operational plans produced by the event organiser. The Council would have no other liabilities, and all responsibilities and risk (e.g. event cancellation, ticket income shortfall etc.) would require to be addressed by Crieff Succeeds Ltd.

- 2.9 A post event evaluation report would be produced by Crieff Succeeds Ltd which would include an assessment of its scalability, its ability to attract footfall, dwell time, and length of stay. An assessment of the economic impact will be made and data gathered through this will be used, together with ticket sales and visitor profile data, to gauge the success of the event and influence Crieff Succeeds Ltd's approach to future events.
- 2.10 It is proposed that the grant of up to £24,900 is awarded to the Crieff Succeeds Ltd BID in principle for the purposes of producing the "Fire & Light Festival" event in Crieff town centre, subject to the submission of more detailed budget projections and operational plans, visitation and impact projections, and with all necessary permissions and licences obtained.

### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 This report outlines the Crieff Succeeds Ltd (Business Improvement District) proposal to stage of a large public event in Crieff town centre in March 2020 (exact dates to be confirmed). This is a development of the original promenade performance concept for which the Environment and Infrastructure Committee approved funding support in May 2018 (Report No. 18/173 refers) but which did not take place in December 2018 as originally intended. Consequently, the Council's grant award of £30,000 was not made. The event concept and format have been revised with a new location of Crieff town centre proposed and Crieff Succeeds Ltd is requesting a reduced level of grant support of £24,900 towards this event. While the original grant award was £30,000 in May 2018 it was for a larger scale event.
- 3.2 It is recommended that the Committee:
- i) notes the background to the development of the Crieff Fire & Light Festival event by the Crieff Succeeds Ltd Business Improvement District.
  - ii) considers the grant award of up to £24,900 from the 2019/20 revenue budget for rural events in principle, subject to conditions.

#### Author

| Name        | Designation                     | Contact Details                                                                                  |
|-------------|---------------------------------|--------------------------------------------------------------------------------------------------|
| Alan Graham | Team Leader – Tourism and Place | <a href="mailto:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a><br>01738 475000 |

#### Approved

| Name           | Designation                                  | Date              |
|----------------|----------------------------------------------|-------------------|
| Barbara Renton | Executive Director (Housing and Environment) | 16 September 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

|                                                     |             |
|-----------------------------------------------------|-------------|
| <b>Strategic Implications</b>                       |             |
| Community Plan / Single Outcome Agreement           | <b>Yes</b>  |
| Corporate Plan                                      | <b>Yes</b>  |
| <b>Resource Implications</b>                        |             |
| Financial                                           | <b>Yes</b>  |
| Workforce                                           | <b>None</b> |
| Asset Management (land, property, IST)              | <b>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>Yes</b>  |
| Risk                                                | <b>Yes</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

- 1.2 It is considered that the strategy and related actions will contribute to the following objective: Promoting a prosperous, inclusive and sustainable economy.

#### Corporate Plan

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

shape resource allocation. It is considered that the actions contained in the report contribute to objective (iii) outlined in paragraph 1.1 above.

## **2. Resource Implications**

### Financial

- 2.1 The Council will provide financial support of up to £24,900 in financial year 2019/20 to the Crieff Succeeds BID Ltd for the purposes of the “Fire Festival” promenade performance event in Crieff town centre.

### Workforce

- 2.2 There are no staff resource issues for Perth and Kinross Council.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 An Equality Impact Assessment needs to be carried out for functions, policies, procedures or strategies in relation to race, gender and disability and other relevant protected characteristics. This supports the Council’s legal requirement to comply with the duty to assess and consult on relevant new and existing policies.
- 3.2 The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as **relevant** and the following positive outcomes expected following implementation:
- The needs of equality groups are addressed in the programming and venue arrangements undertaken by Crieff Succeeds BID Ltd

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. However, no further action is required as the proposals do not qualify as a PPS as defined by the act and are 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.

### 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 and promote tourism development activity.

### Risk

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

## **4. Consultation**

### Internal

- 4.1 The Head of Finance have been consulted in the development of the report.

## **2. BACKGROUND PAPERS**

- 2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above report.
- 2.2 Event Funding Application – Crieff Promenade Performance Event Report to Environment and Infrastructure Committee 23 May 2018 (Report 18/173).

## **3. APPENDICES**

- 3.1 None.

## PERTH AND KINROSS COUNCIL

### Environment and Infrastructure Committee

30 October 2019

#### Etape Caledonia Event

#### Report by Executive Director (Housing and Environment) (Report No. 19/304)

This report updates the Environment and Infrastructure Committee on the Etape Caledonia event. It also asks the Committee to approve the continued use of the roads network for the purposes of the Etape Caledonia event for the period 2021 to 2023 inclusive.

### 1. BACKGROUND / MAIN ISSUES

- 1.1 The Etape Caledonia is a mass participation cycle event and has been held in Perth and Kinross since 2007. The Etape was the first cycle event of its kind in the UK to use a closed roads network and accordingly it has been the subject of various consents and permissions in order for it to take place. In March 2015, the Enterprise and Infrastructure Committee approved the principle of the roads network being used annually for the purposes of the Etape Caledonia up to and including 2020 (Report No. 15/125 refers).
- 1.2 From 2007 until 2018, the Etape Caledonia was owned and managed by IMG. In November 2018, the Environment and Infrastructure Committee (Report No. 18/368 refers) was advised of operational changes in the Etape Caledonia which saw a new company, Limelight Sports, take over the operational responsibilities from IMG on the basis of a five year licence agreement between the companies from 2019. Under this agreement, IMG retains ownership of the Etape Caledonia brand and associated intellectual property (IP). Limelight Sports is responsible for all aspects of event management including marketing and operational delivery.
- 1.3 As this new arrangement between IMG and Limelight Sports was a material change, approval was sought from, and given by, the Council to Limelight Sports to operate the Etape Caledonia for the remaining two years of the agreement, 2019 and 2020. Limelight Sports has now approached the Council for permission to use the roads network for the Etape Caledonia for a further period from 2021 to 2023 inclusive.

### 2. PROPOSALS

- 2.1 In terms of the Etape Caledonia's performance in 2019, the key data is as follows:
  - 3,044 registered participants
  - 2,442 participants started the event (20% drop out rate)
  - 2,410 participants finished the event (99% completion rate)

- 2,402 male registered participants (79%); 642 female registered participants (21%)
  - 62% new participants; 38% repeat participants
- 2.2 Analysis of the participants' origins has indicated that the top local authority areas of residence (aside from Perth and Kinross) were City of Edinburgh, Aberdeenshire, City of Glasgow, Fife, City of Aberdeen, and Highland. 45% of participants travelled over 100 miles to reach the event.
- 2.3 In relation to the economic impact of the event, Limelight Sports has estimated that participants, accompanying persons and spectators generated expenditure of £771,000. In addition, the company estimates that its own expenditure with Perth and Kinross suppliers for the purposes of staging the event amounted to £129,000. This expenditure extended from technical production and event logistics to local media advertising. The company also offered local business listings on the event website and engaged with, and donated to, local voluntary groups to assist with the event. It also supported the Aberfeldy Time Trial which received its highest number of registrations to date.
- 2.4 For 2020, Limelight has set a capacity of 3,600 entries for Etape Caledonia with the event scheduled to take place on Sunday, 17 May. General entries for the event have already sold out with charity places remaining. For 2020, Scotland's Charity Air Ambulance has joined as a charity partner alongside Marie Curie which was previously the title sponsor. The company is intending to develop further its community engagement, outreach and benefits activity and to continue to work closely with local schools to provide opportunities for pupils. This includes development of the "mini Etape" series and additional activities for the Saturday, alongside its continuing support for the Aberfeldy Time Trial which is organised by a local company.
- 2.5 More broadly, and for the longer term, Limelight Sports aims to grow female participation to address gender parity and increase its emphasis on the event's sustainability including a focus on its suppliers and products. The company is conscious of the importance of local community engagement and is keen to develop and build on the relationships it has been establishing in the local area. The company's aim is to reinforce Etape Caledonia's position as the leading closed road cycling event in the UK and one of the best in the world.
- 2.6 In terms of additional permission, Limelight Sports will require to apply for a Temporary Traffic Restriction Order (TTRO) each year and to meet the costs associated with that, as well as Market Operator's Licences in order to operate the event village over the period of the event. A legal agreement between the Council and Limelight for the use of the car parks and recreation ground in Pitlochry will also be required each year. Limelight Sports will also be required to produce event management and operational plans that satisfy the Council and emergency services.

- 2.7 Limelight Sports has intimated that it is its intention to continue to use the 85 miles route (and 40 miles route option) for the Etape Caledonia in the subsequent years. The company is aware that the current consent is on the basis of the 85 miles route and that any further variation on route length would require fresh approval from the Council.

### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 This report gives the background to the Etape Caledonia cycle event and the request from the current operators Limelight Sports to use the roads network for a further period of 3 years following the conclusion of the current permission arrangements in 2020. In 2019 Limelight Sports entered a five year licence agreement with the event owner IMG to operate the Etape Caledonia. As the existing Council permission covered 2019 and 2020 only, Limelight Sports is seeking Council approval to stage the event for the three years following 2020.
- 3.2 It is recommended that the Committee:
- (i) notes that the Etape Caledonia event will continue to be operated by Limelight Sports under licence from IMG
  - (ii) approves the use of the roads network for the purposes of the Etape Caledonia event by Limelight Sports on the basis of the existing approved 85 miles route (and 40 miles option) for 2021, 2022, and 2023

#### Author

| Name        | Designation                     | Contact Details                               |
|-------------|---------------------------------|-----------------------------------------------|
| Alan Graham | Team Leader – Tourism and Place | 01738 475000<br>HECommitteeReports@pkc.gov.uk |

#### Approved

| Name           | Designation                                  | Date              |
|----------------|----------------------------------------------|-------------------|
| Barbara Renton | Executive Director (Housing and Environment) | 16 September 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

|                                                            |             |
|------------------------------------------------------------|-------------|
| <b>Strategic Implications</b>                              |             |
| Community Plan / Single Outcome Agreement /Perth City Plan | <b>Yes</b>  |
| Corporate Plan                                             | <b>Yes</b>  |
| <b>Resource Implications</b>                               |             |
| Financial                                                  | <b>None</b> |
| Workforce                                                  | <b>None</b> |
| Asset Management (land, property, IST)                     | <b>None</b> |
| <b>Assessments</b>                                         |             |
| Equality Impact Assessment                                 | <b>None</b> |
| Strategic Environmental Assessment                         | <b>None</b> |
| Sustainability (community, economic, environmental)        | <b>None</b> |
| Legal and Governance                                       | <b>None</b> |
| Risk                                                       | <b>Yes</b>  |
| <b>Consultation</b>                                        |             |
| Internal                                                   | <b>Yes</b>  |
| External                                                   | <b>None</b> |
| <b>Communication</b>                                       |             |
| Communications Plan                                        | <b>None</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 a 'Safe Welcoming Environment' and the outcomes of 'a thriving, expanding economy' and 'employment opportunities for all'.

#### Corporate Plan

- 1.2 Perth and Kinross Council Corporate Plan 2018/22 sets out five strategic objectives:
- (i) Giving every child the best start in life;
  - (ii) Developing educated, responsible and informed citizens;
  - (iii) Promoting a prosperous, inclusive and sustainable economy;
  - (iv) Supporting people to lead independent, healthy and active lives; and
  - (v) Creating a safe and sustainable place for future generations.
- 1.3 This report relates to Objective No (iii) 'Promoting a prosperous, inclusive and sustainable economy' and the outcome of 'Thriving, expanding economy' by encouraging and supporting tourism.

## **2. Resource Implications**

### Financial

- 2.1 There are no financial resource implications as a result of this report.

### Workforce

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

### Asset Management

- 2.3 There are no Asset Management implications arising as a result of this report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Not applicable.

### 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. No further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

### Sustainability

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

### Legal and Governance

- 3.4 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. Legal Services has been consulted on these proposals.

### Risk

- 3.5 Risks and the controls required to mitigate any risks will be reported through the Council's risk management process

#### **4. Consultation**

##### Internal

- 4.1 The Heads of Legal and Governance and Finance, the Traffic and Network Manager and local elected members have been consulted in the preparation of this report.

#### **5. Communication**

- 5.1 Any communications required will be undertaken by the Council.

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

- 2.1 Reports to the Enterprise and Infrastructure Committee and Environment and Infrastructure Committee 06/836, 15/125, 17/352, 18/368,

#### **3. APPENDICES**

- 3.1 None.

## PERTH AND KINROSS COUNCIL

**Housing and Communities Committee 30 October 2019  
Environment and Infrastructure Committee 30 October 2019  
Scrutiny Committee 30 November 2019**

### **Housing and Environment Six Month Performance Summary 2019/20 – Exception Report**

**Report by Executive Director (Housing and Environment) (Report No. 19/298)**

This report reviews the performance of Housing and Environment against its Business Management and Improvement Plan (BMIP) for the period 1 April to 30 September 2019.

#### **1. BACKGROUND / MAIN ISSUES**

- 1.1 The Executive Officer Team, Housing and Environment Senior Management Team and themed Committees consider performance against the Service Business Management and Improvement Plan (BMIP) twice a year through the Service six month and annual performance reports.
- 1.2 The six month performance summary highlights exceptions, either as a result of performance exceeding the BMIP target or being unlikely to meet the target.

#### **2. SIX MONTH PERFORMANCE SUMMARY 2019**

- 2.1 The purpose of the six month performance summary in Appendix 1 is to review the performance of Housing and Environment during the first six months of 2019/20 against the targets contained in the 2019/20 BMIP. This was approved and scrutinised earlier in the year by the appropriate committees.
- 2.2 The exceptions in the report have been included following consideration of all BMIP performance management information. They relate to performance that is deemed to be significant. Where these exceptions are targets that have not been met, explanations and details of improvement actions to be taken are provided, where appropriate.
- 2.3 A full annual report with detailed progress against all targets and actions within Housing and Environment BMIP will be produced at the end of 2019/20.

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

- 3.1 The six monthly monitoring of BMIP performance information by Housing and Environment Senior Management Team has identified that progress in line with BMIP targets has been made in most areas, where this information is available.

3.2 It is recommended that:

- (i) The Housing and Communities Committee and Environment and Infrastructure Committee consider and approve the Housing and Environment six month performance summary attached at Appendix 1 in the report.
- (ii) The Scrutiny Committee scrutinises and comments, as appropriate, on the Housing and Environment six month performance summary attached at Appendix 1 in the report.

**Author**

| <b>Name</b>   | <b>Designation</b>            | <b>Contact Details</b>                                                                           |
|---------------|-------------------------------|--------------------------------------------------------------------------------------------------|
| Carole Hendry | Performance & Support Manager | <a href="mailto:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a><br>01738 475000 |

**Approved**

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

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

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

- (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.

This report contributes to all five outcomes.

### 2. Resource Implications

#### Financial

- 2.1 None

#### Workforce

- 2.2 There are no workforce implications.

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

- 2.3 None

### **3. Assessments**

#### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) and were assessed as not relevant for the 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. However, no action is required as the Act does not apply to the matter presented in this report.

#### Sustainability

- 3.4 None

#### Legal and Governance

- 3.5 None

#### Risk

- 3.6 The Housing and Environment Senior Management Team regularly review monitoring reports that highlight individual project progress and risk.

### **4. Consultation**

#### Internal

- 4.1 The Housing & Environment Senior Management Team has been consulted in the preparation of this report.

## External

### 4.2 Comments from the Tenent Committee Report Panel

*Good to see the progress that has been made in the last 6 months and that more adaptations are being made to properties to allow people to live in their homes for longer. Also great to see the glossary at the back of the document.*

## **2. BACKGROUND PAPERS**

### 2.1 There are no background papers.

## **3. APPENDICES**

### 3.1 Appendix 1 – Housing and Environment Six Month Performance Summary 2019/20 – Exception Report.



**Housing and Environment**

**Interim Performance Summary**

**1 April 2019 to 30 September 2019**

# Contents

|                                                                     |           |
|---------------------------------------------------------------------|-----------|
| <b>Introduction by Barbara Renton (Executive Director)</b>          | <b>2</b>  |
| <b>Service performance summary</b>                                  | <b>3</b>  |
| <b>How do we compare with others?</b>                               | <b>9</b>  |
| <b>What are our customers saying?</b>                               | <b>10</b> |
| <b>Progress against Performance Indicators and Improvement Plan</b> | <b>11</b> |
| <b>Performance Indicators exceptions</b>                            |           |
| Where we are exceeding our target                                   | 12        |
| Where we are not on target                                          | 13        |
| <b>Improvement Plan exceptions</b>                                  | <b>13</b> |

# Introduction

## by Barbara Renton, Executive Director (Housing and Environment)

**Welcome to the Housing and Environment Service six-monthly performance summary from 1 April 2019 to 30 September 2019.**

This is an interim performance report to provide assurance that the actions and targets set out in our [Business Management and Improvement Plan \(BMIP\)](#) are being addressed. It also reports on where we anticipate exceeding targets and helps understand why we may not be on track to meet some others.

By setting realistic targets Housing and Environment can continue to improve on the wide range of vital services it provides for the Perth & Kinross community. The report highlights clearly the work we are doing, and what we will continue to do to support the people who rely on these services. It also highlights where we will take remedial action, if appropriate.

We will continue to face challenges, but are committed to making sure that we always make the best possible use of our resources. The Service will seek opportunities to work collaboratively both within the Council and with external partners wherever possible, getting the best value out of everything we do.

Our staff remain dedicated to delivering the best services they can with the resources available to them. I know they will continue to do their utmost to achieve the ambitious outcomes for Housing & Environment which were set out in our BMIP.

## Service Performance Summary

### Giving Every Child the Best Start in Life & Developing Educated, Responsible and Informed Citizens

Teams across Housing and Environment have a key role in giving every child the best start in life and in helping to develop responsible and informed citizens. We continue to work with all partners to achieve positive outcomes and deliver the Fairer Future ambitions. Our contribution to positive outcomes are wide ranging from tackling homelessness, providing good quality energy efficient council houses, high quality play parks and open spaces along with a range of activity programmes and educational events that encourage family activity and sport. We recognise that all aspects of place and community can have a positive impact on our children and young people's developmental milestones, educational attainment, emotional wellbeing and wider outcomes in life.

**Our contribution to these outcomes include: -**

- the Perth & Kinross Local Child Poverty Action Report (LCPAR) 2019/20 was submitted to the Scottish Government in June 2019 following approval by the Children, Young People and Families Partnership, the Community Planning Partnership Board and the Council. The Child Poverty working group, supported by a range of partners, is taking forward the recommendations and actions within the report to tackle child poverty within Perth and Kinross.  
*(Housing and Communities Committee)*
- as a result of a continued focus on homelessness prevention work and the ongoing success of Home First, the number of families presenting as homeless has reduced by 52% with only 57 presentations between April and August this year, compared to 119 for the same period in 2018/19. We have had similar success in preventing homelessness for young single people with a 24% reduction for the year to date compared to 2018/19 (68 to date compared to 90 in 18/19). The impact of this work has been to minimise the impacts, stigmas and duration of homelessness for many households.  
*(Housing and Communities Committee)*
- four play areas (Coupar Angus Hay St, Glenfarg Wallace Crescent, Scone Stormont Way, Longforgan Helen McGregor Park) are on track to be upgraded this year with an estimated investment of £200,000.  
*(Environment and Infrastructure Committee)*
- a contribution towards a community led "all abilities" play area upgrade at the North Inch will improve equipment, landscaping and access enabling young people with varying degrees of mobility to access the children's play activities.  
*(Environment and Infrastructure Committee)*
- Community Greenspace have facilitated over 1,000 events on public greenspaces throughout Perth and Kinross, a large number of which were free to, or provided for, children. Examples include Crieff & Pitlochry Highland Games, Spartans (National Endurance Course), Perth Show, Scottish Open Volleyball Tournament, community fetes and galas.  
*(Environment and Infrastructure Committee)*

- in addition, the following events were either free for children or comprised of elements that were free for children: -Scottish Rugby – Caledonia Cup Youth Rugby Finals (with Solheim Cup outreach activity); Perth Festival of the Arts; Perth Medieval Fair; International Youth Band Festival  
(*Environment and Infrastructure Committee/ Housing and Communities Committee*)
- [Bertha Park High School](#) build was successfully completed in July 2019 within the allocated budget of £32.5m. Bertha Park is Scotland's newest secondary school and the first one to be built in 20 years in Scotland. The project has been short listed under one category "Best Project" in the Education Buildings Scotland Awards.  
(*Environment and Infrastructure Committee/ Housing and Communities Committee*)
- we continue to work on the multi-site school investment programme to support the aims of the Early Years Service. (*Housing and Communities Committee*)

### Promoting a Prosperous, Inclusive and Sustainable Economy

Through the Tay Cities Regional Economic Strategy, we will deliver inclusive growth by addressing inequality of economic opportunity, improve productivity by supporting the creation of higher value, better paid jobs, and deliver a more prosperous and fairer future for people in our area.

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

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

Our contribution to these outcomes include: -

- the Tay Cities Deal is working towards Full Deal status by mid-November 2019. It is progressing well, and all the projects located in the Perth & Kinross area are being supported to develop their Outline Business Cases; these include the following three projects being led by PKC.
  - the Perth Bus & Rail Interchange which has just agreed to progress with Network Rail to a master planning exercise.
  - the Low Carbon Transport Hub & Active Project is also progressing well, and it is hoped it will be one of the early projects to reach full approval.
  - the Perth Cultural Transformation including the City Hall; this project is now proceeding to Full Business Case and is hopeful to receive early funding.  
(*Environment and Infrastructure Committee*)
- the conversion and repair work at St Paul's Church in Perth is ongoing. Related work for the promotion and use of the site for events, markets, art and lighting is progressing to allow the public space to be used for a variety of purposes during the day and evening.  
(*Environment and Infrastructure Committee*)

- we are engaging with investors to support the investment and delivery of additional hotel capacity within Perth City. Specific sites have been identified, assessments carried out and promoted to investors.  
(*Environment and Infrastructure Committee*)
- the Creative Exchange was formally handed over from the contractor to the Council. The building is leased to Workshop & Artists Studio Provision Scotland (WASPS) who will operate the Creative Exchange on behalf of the Council. It is anticipated the first tenants will move into the building during October 2019. Within the facility, the Council will operate the Famous Grouse Ideas Centre, a multifunctional space for training and innovation for the culture and creative industries sectors.  
(*Environment and Infrastructure Committee*)
- we are continuing active engagement with partners to deliver community benefits such as offering work placements. For example, Haddens have actively engaged with the Council's Youth Services at Scott Street offering work placements, training and opening up career opportunities for young people within Haddens and associated supply chains.  
(*Environment and Infrastructure Committee/ Housing and Communities Committee*)
- the Community Benefits Working Group has further improved how we work with communities and businesses to achieve social value from the money we spend; it now considers details of the community benefits "[wish list](#)" of requests from communities and organisations. These in turn are passed on to appropriate department leads/champions to take forward any benefits that are being offered by local employers. This ensures that quality is being maintained in the benefits being offered, as well as assistance being provided to employers in integrating the offer of benefits.  
(*Environment and Infrastructure Committee/ Housing and Communities Committee*)
- Through the Modern Apprentices Programme, the Council has recruited 31 young people across 9 different occupational areas since April 2019. 9 of the Modern Apprentices are based within the Housing and Environment Service. We have also co-ordinated several work placements to support employability skills.  
(*Environment and Infrastructure Committee/ Housing and Communities Committee*)
- since the beginning of the year the Employment Connections Hub has had approximately 1,500 visitors and the Hub Vacancy Management Service is assisting on average 8 employers per month. The European Social Fund Employability Outreach is delivering employability services to clients throughout Crieff, Kinross, Blairgowrie and Rattray. This programme provides one to one support for clients with multiple barriers seeking employment.  
(*Environment and Infrastructure Committee*)
- the Employability and Skills Team has been engaging with local employers to support the creation of 35 new positions since April 2019 in small businesses throughout the area. Two active employment incentive schemes are in operation that provide support to young people seeking employment aged between 16 and 26, (the [Rural Employment Incentive](#) and the [No One Left Behind Recruitment Incentive](#)). This work has been supported by the addition of a Digital Marketing Modern Apprentice who has digitally publicised these incentives.  
(*Environment and Infrastructure Committee*)

- the Market Development Grant Scheme was launched in September 2019. The grant scheme provides financial support to businesses, such as specialist advice or attendance at events. We also help businesses to access funding and support from Scottish Development International or the UK Department for International Trade for accessing overseas market.  
(Environment and Infrastructure Committee)
- new joint promotion initiatives have been organised with the private sector to attract business and capital investment. For example, at the Waste Management and Resource Exhibition in Birmingham, PKC shared a stand with Binn Group to promote the Binn Eco-Park.  
(Environment and Infrastructure Committee)
- the Council approved a [report](#) at Strategic Planning & Resources (SP and R Committee) which allocated the Town Centre funding to 5 projects across 4 towns (Coupar Angus; Crieff; Pitlochry; and Kinross). We have been working with community groups and partners to develop these projects further.  
(Environment and Infrastructure Committee)
- the new City Centre Action Group is focused on supporting improvement and transformation of the city centre through enhanced use of property, supporting business to adapt and maintain assets, promotion of investment opportunities and working collaboratively to market the city. Members of the Group subsequently attended an event in Stirling to discuss potential collaborative working with adjoining authorities and businesses to develop a business led maintenance scheme.  
(Environment and Infrastructure Committee)
- at the Perth [Food & Drink Park](#), an initial development of five food and drink manufacturing units has been completed and occupied. The Invest in Perth Team continues to invite notes of interest in serviced plots from existing and start-up businesses in all areas of the food and drink sector, such as production, manufacturing, distilling, supply chain efficiencies, innovation and logistics.  
(Environment and Infrastructure Committee)

### Supporting People to Lead Independent, Healthy and Active Lives

**We play a central role in supporting people to live life well, wherever they stay, and whatever their stage in life. We work closely with our partners, tenants and residents to enable people to remain in their homes, preventing homelessness, and ensuring housing needs are met. We keep Perth and Kinross on the move, so that people stay mobile, connected and able to access services and activities. Our community-based activities help people access the significant social and health benefits by connecting with our outstanding green spaces.**

#### **Our Contribution towards these outcomes include: -**

- we continue to deliver sector-leading outcomes for homeless people in Perth and Kinross and, due to the continued success of Home First and our homelessness prevention activity, have reduced the overall number of homeless presentations by 38% for the year to date.  
(Housing and Communities Committee)

- work is underway to implement the commitments detailed within our [Rapid Rehousing Transition Plan](#). The Scottish Government funding allocation of £203,000 will support the introduction of a property ready fund, additional homelessness prevention and private sector activity. Research into our local homelessness context is underway. This will give us a better understanding of some of the key challenge areas including health and homelessness, meeting the specific needs of young people and eradicating rough sleeping.  
(Housing and Communities Committee)
- in September, the Council celebrated the 10 year anniversary of the rent bond guarantee scheme, one of a range of sector-leading private sector access initiatives managed by the Council. Over the last decade, this scheme has supported over 1,650 households into suitable accommodation.  
(Housing and Communities Committee)
- the work of the Independent Living Group is progressing well. The Group are focused on ensuring that people with health and social needs have access to the right type of housing to enable them to live as independently as possible. Progress has been made in understanding demand, mapping out current specialist provision as well as developing simplified pathways and transitional arrangements to ensure that the right type of accommodation and support is available at the right time.  
(Housing and Communities Committee)
- the Warm Homes Initiative has progressed well this year and the initiative has reduced a number of hard to heat homes. Scope and specification for all gas installs have been agreed, with contracts now in place between Scottish and Southern Energy (SSE) and PKC. Private residents have also been engaged and will benefit from the programme.  
(Housing and Communities Committee)
- progress continues to be made on the installation of adaptations which enable people to remain independently at home and improve their quality of life, with, 57 private home major adaptations were completed to date. In addition, under the Modular Ramp Scheme, 14 ramps have been fully installed. With respect to PKC tenancy properties, 120 adaptations were completed, 33 of which were major adaptations including 7 modular ramps.  
(Housing and Communities Committee)
- at our Tenant Summer 2019 conference, tenants were provided with the outcomes of our annual Rent Setting priorities survey. This year we increased the number of tenants taking part from 182 to 849 (366% increase). The information gathered will be used to help us to develop rent level options for 2020/21 which tenants will vote on during November and December. The conference also included a presentation and workshop by the Home Energy Advice Team on fuel poverty and energy efficiency, and from the Community Safety Team who discussed concerns on Anti-Social Behaviour.  
(Housing and Communities Committee)
- as we seek to deliver investment in active travel and deliver an ambitious city-wide cycle network over the coming years, our funding application to Sustrans as part of the Places for Everyone Programme was successful, with the announcement of £6.5m funding. Significant stakeholder engagement programme will take place to turn the proposals into a finalised scheme.  
(Environment and Infrastructure Committee)

- through our joint work with Live Active Leisure, we are developing a robust business case for a redeveloped Perth Leisure Pool facility (PH<sub>2</sub>O). The Business case and outline design scheme development has been procured through HubCo East Central with the full findings reported in early 2020.

*(Environment and Infrastructure Committee/ Housing and Communities Committee)*

## Creating a Safe and Sustainable Place for Future Generations

**Our outstanding natural landscapes, and the high quality of our urban environment, play an important role in supporting economic growth, improving health and wellbeing, and providing us with a strong sense of identity. We are committed to ensuring that everyone in Perth and Kinross has the right to live in a safe and secure environment, within neighbourhoods that are well maintained and have a positive community spirit.**

### **Our contribution towards these outcomes include: -**

- work is ongoing in relation to climate change including baselining the Council's emissions, undertaking workshops with elected members and staff on existing activities, and defining future priorities.  
*(Environment and Infrastructure Committee/ Housing and Communities Committee)*
- initial community engagement has commenced with meetings taking place with the Perthshire Climate Change Cafes providing support to their recent [Big Climate Conversation Event](#) which took place in Birnam. Work continues to identify communities, groups and schools for further engagement and consultation, with a report scheduled for submission to Council in December.  
*(Environment and Infrastructure Committee/ Housing and Communities Committee)*

- As an alternative to mains gas, we continue to explore alternative renewable energy measures where feasible, such as solar water heating, air source heat pumps and photovoltaic panels to capture the sun's energy and convert it into electricity. 46 homes are to be installed with these alternative heating measures during 2019/20 and as at August 2019, 48 homes have been upgraded.  
*(Environment and Infrastructure Committee/ Housing and Communities Committee)*
- measures to reduce, reuse and recycle waste rate, which are outlined in the Council's Waste Management Plan, include:

- introducing Performance Officers to Recycling Centres in 2020 to promote for separation of waste and increase the reuse and recycling rates at Recycling Centres;
- promoting kerbside recycling services including promotion of food waste recycling through further communication campaign
- developing the Eating Well, Living Well Project with communities and third sector partners with the aim of introducing a food re-distribution network in Perth & Kinross. This will contribute to food waste prevention as well providing wider social and health benefits.

*(Environment and Infrastructure Committee)*

- in preparation for the Biodegradable Waste Ban to Landfill, the Council signed-up to the Scottish Materials Brokerage Service (SMBS) and Agency Agreement for Residual Waste, managed by Scottish Procurement (Scottish Government). This collaborative contract includes a provision for a treatment solution, commensurate with the requirements of the 2025 ban on biodegradable waste going to landfill.  
(Environment and Infrastructure Committee)
- the [Specimen Design and Environmental Impact Assessment](#) for the Cross Tay Link Road scheme was finalised at the end of September 2019, and the planning application will be lodged in October 2019. The current programme is for construction start in late 2021 with a 2½ year construction period.  
(Environment and Infrastructure Committee)
- the full business case for the Broxden-Low Carbon Transport Hub project will be ready by the end of the year and, assuming the successful development and approval of funding, it is anticipated that the project will start early in 2020. It aims to create an innovative Low Carbon Transport Hub, broadening the range of sustainable travel choices and providing opportunities to improve workforce mobility and social inclusion.  
(Environment and Infrastructure Committee)
- the outline design of the [Comrie Flood Protection Scheme](#) is being finalised, with comments from the community consultation process being fed into the process. It is anticipated that the Scheme will be published early 2020.  
(Environment and Infrastructure Committee)
- there was very positive judging in Perth for the prestigious Britain in Bloom Champion of Champions. The Beautiful Scotland Awards took place in Dumfries in September and a gold medal was awarded to Blair in Bloom, Kinnesswood and Coupar Angus. Coupar Angus was also category winner for Best Large Village. A silver gilt medal was awarded to Dunkeld and Birnam, Muthill, Glenfarg and Crichton Lang Residents Group. Bridge of Earn have qualified for the UK finals and the results of Britain in Bloom will be announced at the end of October 2019.  
(Environment and Infrastructure Committee)

## How do we compare to others?

The Council's Food Safety Team gained the Customer Service Excellence (CSE) Award for the 20th consecutive year, awarded by the Society of General Surveillance United Kingdom Ltd (United Kingdom Accreditation Service (UKAS) accredited). The team remains the only UK food authority to hold the Award. Several instances of good practice were identified in the annual CSE report, including: -

“You continue to assist a range of other services to develop their services in a customer focused way through helping them in their journey to achieving Customer Service Excellence. You are using your learning and customer focus to support the development of other Council Services”

For the second year running, the Building Standards Teams have been appointed with the award of Customer Service Excellence and were finalists in the “Building Standards Community and Building Safety Award” run by the Building Standards Division of the Scottish Government. An extract from the annual CSE report stated:

“The Council, including Building Standards, have been proactive in identifying buildings which are less aesthetically pleasing due to reasons such as abandonment. You are involved in determining the status of the buildings and any risks involved. This process uses insight including representation from local communities to direct resources to improve the environment of Perth and Kinross”

The Roads Infrastructure team has won multiple awards for delivery of the [Perth Transport Futures Project Phase 1 A9 / A 85 Junction and Link Road to Bertha Park](#).

We measure our performance against other Local Authorities and Registered Social Landlords (RSLs) through Scotland's Housing Network (SHN) and Housemark. The results of the 2018/19 Scottish Annual Return on the Charter include the following highlights: -

- our compliance with the Scottish Housing Quality Standard (SHQS) in 2018/19 was **96.7%** which compares favourably with the Scottish average of **94.1%**.
- the average time taken to complete emergency repairs in Perth and Kinross was reported at **3.5** hours in 2018/19, compared to a national average of **3.6** hours
- Perth and Kinross reported an average of **28.4** days to re-let homes in 2018/19 compared to a national average of **31.9** days.
- we kept **96.5%** of appointments in 2018/19 compared to a Scottish average of **95.6%**.

## What are our customers saying?

### Food and Drink Park client feedback.

*“Perth Food & Drink Park works well for us in terms of access to our northern locations, and we have great suppliers and distribution in the area. The building is a very nice place to work, with pleasant surroundings. We like that there is solar power, too, as renewable energy is important for us.”*

*“It was fantastic working with Perth & Kinross Council to set up my new business here; they're helpful and accommodating and they understand the needs of individual businesses. “*

### Employment HUB Client feedback:

A client was made job redundant from a local employer and attended for 8 weeks for employability and emotional support. The client received support in applying for a position in another High Street retailer of their choice and was successful in this appointment. After this success they visited the Hub to let their Advisor know the good news and commented: -

*“I couldn't have done this without your support and help. Living alone without family I see this as a great support as I have not been in a good place. You helped me believe in myself”*

### Tenant Led Scrutiny feedback:

Our approach to tenant led scrutiny continues to be sector leading. For the fifth consecutive year, our SURE Team assessed and graded our performance in relation to our Annual Return on the Charter (ARC) for 2018/19. The team set out their own assessment of annual performance against the 16 Charter Outcomes and present these to members of the Housing Management Team. Their grading outcomes will be included in our Annual Performance Reports to tenants at the end of October 2019.

The Tenant Committee Report Panel noted and supported the contents of the Annual Update of the Perth and Kinross Tenant and Resident Participation Strategy 2018-2021.

“This is an excellent report with many positive outcomes. Really pleased with the number of tenants participating in the rent priorities survey which has increased by 366%. This is a huge increase as a result of the variety of ways to respond which is great to see”.

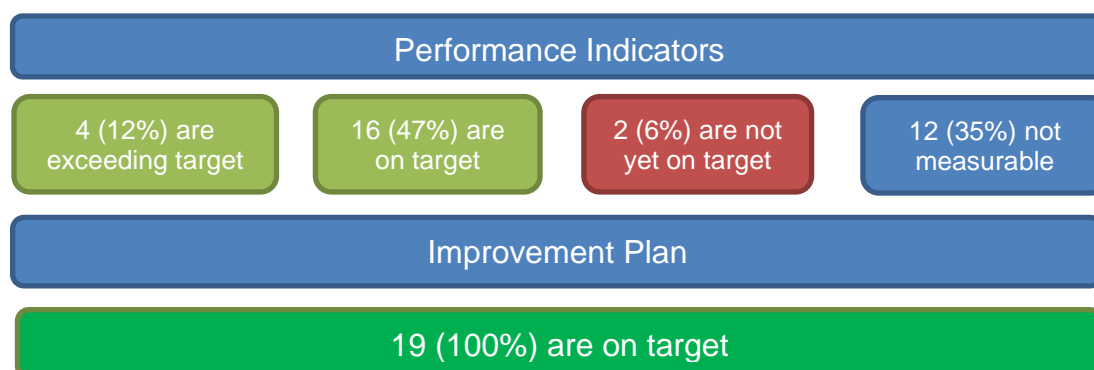
## Progress against Performance Indicators and Improvement Plan

We have made significant progress in delivering the services and actions identified in the Business Management Improvement Plan (BMIP) agreed by the Housing and Communities Committee, and Environment and Infrastructure Committee in May 2019.

Within our BMIP we have 39 indicators, 5 of which relate to homelessness where regulatory guidance advises the setting of targets is inappropriate. Of the 34 remaining indicators which have targets 12% are exceeding target; 47% are on target; 6% are not yet on target; and 35% are not measurable at this point.

Our Improvement Plan consists of 19 key high-level actions for 2019/20 which are on schedule.

The table below provides a progress summary:



**Note:**

The Service performance is determined from the current performance information available and not from projected data.

The following section

ons provide an update on Service performance where targets have been exceeded and where the Service is not on track to meet the target in the BMIP. Where performance is currently not on target, improvement actions have been identified to ensure the Service reaches the target by March 2020.

## Performance Indicator Exceptions

### Where we are exceeding our target

| Indicators exceeding targets                                                                                                                                                                                                                                                                                                                               | Performance |         |                      | Target  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|----------------------|---------|
|                                                                                                                                                                                                                                                                                                                                                            | 2017/18     | 2018/19 | Sep 19               | 2019/20 |
| <b>Creating a Safe and Sustainable Place for Future Generations</b>                                                                                                                                                                                                                                                                                        |             |         |                      |         |
| <b>Emissions from Council properties (tonnes CO2) (Environment and Infrastructure Committee)</b>                                                                                                                                                                                                                                                           | 15,051      | 12,308  | 2,969<br>(July 2019) | 13,000  |
| <b>Comments</b><br>Energy management is resulting in reduced emissions. The current forecast is an annual emissions total of 12,865 tonnes coming in under the 13,000 tonnes target.                                                                                                                                                                       |             |         |                      |         |
| <b>Average length of time taken (hours) to complete emergency repairs (Housing and Communities Committee)</b>                                                                                                                                                                                                                                              | 3.57        | 3.54    | 3.41<br>(Aug 2019)   | 4       |
| <b>Comments</b><br>We have maintained strong performance for repairs and continue to respond to emergencies within the 4-hour target.<br><br>The national average for this indicator for 2018/19 was 3.6 days                                                                                                                                              |             |         |                      |         |
| <b>% of tenants satisfied with the repairs service (Housing and Communities Committee)</b>                                                                                                                                                                                                                                                                 | 90.42       | 90.9    | 99.5<br>(July 19)    | 92      |
| <b>Comment</b><br>The introduction of mobile working has enabled the trades teams to receive instant feedback following a repair from tenants. This has resulted in increased return rates and improved satisfaction levels.<br><br>The national average for this indicator for 2018/19 was 91.7%                                                          |             |         |                      |         |
| <b>% of Anti-Social Behaviour complaints resolved within locally agreed targets (Housing and Communities Committee)</b>                                                                                                                                                                                                                                    | 81.23       | 81      | 96<br>(July 19)      | 90      |
| <b>Comments</b><br>Performance has continued to improve throughout 19/20 as a result of the improved oversight of complaints monitoring. A monitoring report allows staff to identify and prioritise complaints nearing target timescales with oversight from Locality Co-Ordinators.<br><br>The national average for this indicator for 2018/19 was 87.9% |             |         |                      |         |

## Where we are not on target

| Indicators exceeding targets                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Performance |         |                     | Target  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|---------------------|---------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 2017/18     | 2018/19 | Sep 19              | 2019/20 |
| <b>Promoting a Prosperous, Inclusive and Sustainable Economy / OR Service Objective</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |             |         |                     |         |
| <b>Rent collected as a % of the total rent due in the reporting year (Housing and Communities Committee)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 98.73       | 98.69   | 96.57<br>(Aug 2019) | 98.6    |
| <p><b>Comments.</b><br/>Moving to full service Universal Credit (UC) in June 2018, has had an impact on rent arrears and collection rates. In some cases, the payment received from the Department for Work and Pensions can take up to 8 weeks, resulting in a degree of technical arrears.</p> <p>Close management and monitoring of arrears levels, collection rates and the impact of UC continues. This pro-active approach ensures we are mitigating, where possible, the impacts of UC on our tenants and the Housing Revenue Account Business Plan.</p> <p>The national average for this indicator for 2018/19 was 99.1%</p> |             |         |                     |         |
| <b>% of working age population unemployed, based on the Job Seekers Allowance claimant count (Environment and Infrastructure Committee)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 1.2         | 1.5     | 1.9<br>(Aug 2019)   | 1.0     |
| <p><b>Comments.</b><br/>The increase in unemployment here mirrors the trend across Scotland. The unemployment rate for Scotland was reported at 4.0% (July 2019).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                |             |         |                     |         |

## Improvement Plan Exceptions

No exceptions are reported.

## Glossary

|       |                                              |
|-------|----------------------------------------------|
| BMIP  | Business Management Improvement Plan         |
| BNI   | Business Network International               |
| CECA  | Civil Engineering Contractors Association    |
| CSE   | Customer Service Excellence                  |
| DRS   | Deposit Return Scheme                        |
| EPC   | Energy Performance Certificate               |
| LCPAR | Local Child Poverty Action Report            |
| PH2O  | Redevelopment of Perth Leisure Pool          |
| PKC   | Perth and Kinross Council                    |
| RSL   | Registered Social Landlord                   |
| SAP   | Standard Assessment Procedure                |
| SGN   | Scottish Gas Network                         |
| SMBS  | Scottish Materials Brokerage Service         |
| SP&R  | Strategic Planning and Resources Committee   |
| SSE   | Scottish and Southern Energy                 |
| SHN   | Scotland's Housing Network                   |
| SHQS  | Scottish Housing Quality Standard            |
| SURE  | Service User Review and Evaluation           |
| UKAS  | United Kingdom Accreditation Service         |
| WASPS | Workshop & Artists Studio Provision Scotland |



## PERTH AND KINROSS COUNCIL

### Environment and Infrastructure Committee

30 October 2019

### Roads Asset Annual Status Report – 2018/19

#### Report by Executive Director (Housing and Environment) (Report No. 19/305)

This report presents a status summary of the Council's roads assets based upon the latest published Scottish local authority data as at 31 March 2019. It describes the current condition of the asset; the standards achieved and provides performance indicator information to allow benchmarking of results.

#### 1. BACKGROUND

- 1.1 As the Local Roads Authority, Perth & Kinross Council is responsible for a roads network and associated infrastructure with a Gross Replacement Value (GRV) of £3.3 billion. This is calculated using the guidelines set out in the statutory Whole of Government Accounts.
- 1.2 An annual carriageway condition survey is carried out by the Scottish Roads Maintenance Condition Survey (SRMCS). This produces a Road Condition Indicator (RCI) which is used for developing planned carriageway maintenance and as a performance indicator.
- 1.3 In comparison with other Scottish Councils, the condition of the Perth & Kinross Council road network is ranked 18<sup>th</sup>, which is an improvement in ranking from 19<sup>th</sup> last year. Our response times remain excellent with 100% of Category 1 defects being attended to within 4 hours.
- 1.4 The overall network condition has marginally improved with 1.32% (32.6km) in a better condition than it was in 2017. The condition of the A class network has stabilised. It should be noted that the condition will continue to be directly affected by weather events.
- 1.5 The condition of the bridges on the network continues to deteriorate with an increasing backlog of work.
- 1.6 For Street Lighting, our average cost of repairing a fault is £49.02 which remains one of the lowest in both our family group and Scotland, while our time for repairing faults remains one of the best in Scotland at just 2.44 days.
- 1.7 The Council's Roads Maintenance Strategy was approved by the Enterprise and Infrastructure Committee on 2 April 2014 (Report No [14/156](#) refers) and the Roads Asset Management Plan was approved on 17 June 2015 (Report [15/254](#) refers). The Strategy and the Plan require the publication of an annual status report which is the purpose of this paper.

- 1.8 Work has been undertaken to produce an Impact Analysis for programmes across the asset base which will form part of the Capital budget discussions in the lead up to full Council in February 2020. The Impact Analysis and the annual status report will provide Elected Members with information and options around different levels of investment with associated impact and risks (positive or negative). As such an informed decision on investment can be made at a political level.
- 1.9 A budget motion for a further £20m over the next 10 years was approved in June 2018 (Report No. 18/213 refers); previous experience indicates that this will take a number of years to demonstrate road condition improvement.
- 1.10 Perth & Kinross Council continues to work with Dundee City and Angus Councils to build on existing partnerships, and develop our collaborative approach to the management and maintenance of the local roads network.

## 2. CONDITION

- 2.1 The carriageway asset is considered by road classification group and comprises the following:

| Road Class               | Urban Length (km) | Rural Length (km) | Total Length (km) |
|--------------------------|-------------------|-------------------|-------------------|
| A Road                   | 57.31             | 376.25            | 433.56            |
| B Road                   | 43.73             | 301.34            | 345.07            |
| C Road                   | 44.24             | 577.31            | 621.55            |
| Unclassified Road        | 496.63            | 583.25            | 1079.88           |
| <b>Total Length (km)</b> | <b>641.91</b>     | <b>1838.15</b>    | <b>2480.06</b>    |

Table 1 – Road Classification Lengths

Definitions of the Road Classifications are detailed in Appendix 1

- 2.2 The Scottish Road Maintenance Condition Survey measures and summarises the condition of the carriageway into the following bands:

|       |                                                                                                         |
|-------|---------------------------------------------------------------------------------------------------------|
| Green | The road is in an acceptable condition                                                                  |
| Amber | The road condition indicates that further investigation is needed to establish if treatment is required |
| Red   | The road has deteriorated to the point at which repairs to prolong future life should be considered     |

- 2.3 Table 2 is shown in Appendix 2 to the report and shows the condition of the overall Council road network as measured by SRMCS for the period 2013 to 2018. Results are compared to the Scottish average.
- 2.4 These results indicate that deterioration has halted and current investment is resulting in a stable position.

- 2.5 Tables 3-6 in Appendix 2 show the road condition by individual road classifications, again compared with the Scottish average.
- 2.6 The approved Roads Maintenance Strategy (Report No 14/156 refers) allows for a managed reduced level of investment in B, C and U Class roads to facilitate the prioritisation of investment in the Council's A Class roads network. The benefits of this strategy are starting to be realised as evidenced in improvement in the condition of the A class network and the stability of the remaining road network.
- 2.7 Condition of the U Class network in Perth & Kinross remains at a consistently better percentage than the Scottish average. It should be noted, however, that only 10% of the U Class network is surveyed annually across the country.

### Road Service Standards

| Service |                    | Measured By                                                                                               | Target Compliance | 2017/18 | 2018/19 |
|---------|--------------------|-----------------------------------------------------------------------------------------------------------|-------------------|---------|---------|
| Safety  | Safety Inspections | Undertake routine carriageway and footway safety inspections on Category 2 and 3 at intervals of 1 month. | 100%              | 85%     | 100%    |
|         |                    | Undertake routine safety inspections on Category 4(a) Link Road at intervals of 3 months.                 | 100%              | 75.6%   | 81%     |
|         |                    | Undertake routine safety inspections on Category 4(b) Local Access roads at intervals of 1 year.          | 100%              | 90.1%   | 88%     |
|         | Defect Reporting   | Category 1 defects shall be rectified or made safe within 4 hours.                                        | 100%              | 100%    | 100%    |
|         |                    | Category 2 defects shall be rectified or made safe within 5 working days.                                 | 100%              | N/A     | 60%     |
|         |                    | Category 3 defects shall be rectified or made safe within 30 working days.                                | 95%               | N/A     | 90%     |

Table 7 – Carriageways Service Standards

- 2.8 Following implementation of the Road Safety Inspection and Defect Categorisation Policy approved at Environment, Enterprise and Infrastructure on 6 September 2017 (Report No 17/271 refers) the Category 2 defects target time to "make safe or repair by the end of the following day" was amended to "make safe or repair within 5 working days." The Category 3 defects target time of "repair within 7 days" was amended to "repair within 30 working days."
- 2.9 These changes required a period of adjustment for staff and the system reports indicate that targets were not met during the initial period of change. Some of this is due to a lack of understanding and also a difference in how figures were captured. This has now been resolved and is improving.

- 2.10 In addition the move to 1st time permanent repairs impacted initially on the Category 2 target completion. Subsequent to that however good progress was made with 1st time permanent pothole repairs, or the 9,932 pothole defects recorded through the year, 84.6% (8,408) were repaired on a 1st time basis.

### Performance Indicators

- 2.11 The status of the carriageway asset is measured and compared to nationally standardised performance indicators:

| Description                                                                 | Results        |                                     |                                 | Analysis                                                               |
|-----------------------------------------------------------------------------|----------------|-------------------------------------|---------------------------------|------------------------------------------------------------------------|
|                                                                             | PKC<br>2018/19 | SCOTS<br>Family<br>Group<br>Average | Scottish<br>National<br>Average |                                                                        |
| Percentage of Category 1 (Reactive) defects made safe within response times | 100%           | 96.73%                              | 87.92%                          | Better than both the SCOTS family group and national average           |
| Percentage of carriageway safety inspections completed on time*             | 87.89%         | 95.70%                              | 91.09%                          | Below the national average and SCOTS family group average              |
| Percentage of carriageway length to be considered for maintenance treatment | 35.90%         | 38.55%                              | 36.30%                          | Better than both the SCOTS family group and the national average       |
| Percentage of carriageway length treated                                    | 6.94%          | 4.88%                               | 4.29%                           | Better than both the SCOTS family group and the national average       |
| Total carriageway maintenance expenditure by carriageway length per km      | £7,030         | £4,990                              | £12,349                         | Higher than the SCOTS family group but lower than the national average |

**Table 8 – Performance Indicators**

On further investigation it was established that most were inspected early and so the Council was not exposed to risk. Notwithstanding this, work was done to improve the compliance level. This year across the April /June period we are sitting at 99% compliance so we anticipate another improvement in 2019/20 out-turn figure.

- 2.12 The SCOTS Performance Management and Benchmarking Focus Group continue to work with the Association for Public Service Excellence (APSE) and the County Surveyors' Society Wales (CSSW) to produce performance indicator information. This allows local authorities to compare performance and drive improvement. It should be noted that not all returns have been received for this year and some are incomplete therefore averages may be amended and for the purpose of this report have been taken at 30 September 2019.
- 2.13 The Scottish local authorities are split into family groups based on network length and urban/rural split. Perth & Kinross Council is in the Rural Family Group along with Aberdeenshire, Angus, Argyll & Bute, Scottish Borders, Dumfries & Galloway, Highland and Moray Councils.

## Investment

- 2.14 The following table shows the expenditure for financial years 2017/18 and 2018/19 on the carriageway asset:

| Cost Category                          | 2017/18    | Output 2017/18                                                             | 2018/19    | Output 2018/19                                               |
|----------------------------------------|------------|----------------------------------------------------------------------------|------------|--------------------------------------------------------------|
| Planned Maintenance – Preventative     | £938,341   | 75.3km surface dressed (3.03% of network)                                  | £1,842,836 | 144.61km surface dressed 5.83% of network)                   |
| Planned Maintenance – Corrective       | £3,214,761 | 15.7km (0.63%) of 40mm resurfacing (£1,639,360)                            | £4,864,179 | 19.28km (0.77%) of 40mm resurfacing (£1,955,817)             |
|                                        |            | 10.95km (0.44%) of 60mm resurfacing (£1,213,697)                           |            | 9.5km (0.38%) of 60mm resurfacing (£1,213,697)               |
|                                        |            | 0km (0%) of 100mm resurfacing (£0)                                         |            | 1.83km (0.07%) of 100mm resurfacing (£520,592)               |
|                                        |            | 21 linear metres of reconstruction (£12,583)                               |            | 1,100 linear metres of reconstruction (£543,587)             |
|                                        |            | Drainage improvements (33 sites) (£348,121)                                |            | Drainage improvements (15 sites) (£630,486)                  |
| Routine Cyclic Maintenance             | £503,128   | 26,142, gullies cleaned, drainage channels cleaned (£196,978)              | £439,774   | 22,308 gullies cleaned, drainage channels cleaned (£233,612) |
|                                        |            | Road Markings renewed as required (£165,654)                               |            | Road Markings renewed as required (£150,255)                 |
|                                        |            | Clear choked gullies ( 1480 no) (£81,101)<br>Other minor routine (£59,395) |            | Clear choked gullies ( 1381 no) (£55,907)                    |
| Routine – Reactive Repairs (emergency) | £87,703    | 48 Category 1 defects (£6,000)                                             | £110,532   | 62 Category 1 defects (£12,000)                              |
|                                        |            | Provide stand by service and attend to emergency                           |            | Provide stand by service and attend to emergency defects     |

| Cost Category                              | 2017/18           | Output 2017/18                                                                                     | 2018/19            | Output 2018/19                                                                                                              |
|--------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------|
|                                            |                   | defects during out of hours period (£81,703)                                                       |                    | during out of hours period (£98,532)                                                                                        |
| Reactive structural repairs (emergency)    | £259,916          | Repairs to retaining walls and embankments following weather events, subsidence etc.               | £99,744            | Repairs to retaining walls and embankments following weather events, subsidence etc.                                        |
| Routine – Reactive Repairs (non-emergency) | £731,555          | Carry out repairs to category 2 and 3 defects (potholes) identified during road safety inspections | £1,189,209         | Carry out repairs to (potholes – not first time permanent-1524) identified during road safety inspections                   |
|                                            |                   | Repairs to signs and bollards (310 no)                                                             |                    | Repairs to signs and bollards (199 no)                                                                                      |
|                                            |                   | Repairs to verges following vehicle damage (41 locations)                                          |                    | Repairs to verges following vehicle damage (10 locations)                                                                   |
|                                            |                   | Repairs to fences and pedestrian guard rails (6 locations)                                         |                    | Repairs to fences and pedestrian guard rails (5 locations)                                                                  |
|                                            |                   | Repairs to vehicle restraint systems (7 locations)                                                 |                    | Repairs to vehicle restraint systems (7 locations)                                                                          |
|                                            |                   | Repairs to footways (572 locations)                                                                |                    | Repairs to footways (320 locations)                                                                                         |
|                                            |                   | Minor drainage repairs (57 locations)                                                              |                    | Minor drainage repairs (133 locations)                                                                                      |
|                                            |                   | Repairs to cattle grid (0 locations)                                                               |                    | Repairs to cattle grid (1 locations)                                                                                        |
|                                            |                   | Repairs to kerbs ( 92 locations)                                                                   |                    | Repairs to kerbs ( 66 locations)                                                                                            |
|                                            |                   | Repairs to retaining wall (0 location)                                                             |                    | Repairs to retaining wall (0 location)                                                                                      |
|                                            | £3,874,117        | Carriageway patching (permanent) (105,612m²)<br>Additional funding enabled this work               | £2 ,677,726        | Carriageway patching (permanent) (72,782m²)<br>First time permanent repairs on potholes (8408 averaging £73.42 per pothole) |
| <b>Total</b>                               | <b>£9,609,521</b> |                                                                                                    | <b>£11,224,000</b> |                                                                                                                             |

**Table 9 – Carriageway Investment and Output for 2017/18 and 2018/19**

- 2.15 The following table shows the Roads Maintenance Partnership budget for financial year 2019/20 as reported to the Strategic Policy & Resources Committee on 12 September 2019:

| <b>Revenue</b>                       | <b>2019/20 Budget</b> |
|--------------------------------------|-----------------------|
| Routine and Cyclic                   | £1,047,000            |
| Flood Alleviation Scheme Maintenance | £150,000              |
| <b>Total</b>                         | <b>£1,197,000</b>     |

| <b>Capital</b>                        | <b>2019/20 Budget</b> |
|---------------------------------------|-----------------------|
| Structural Maintenance                | £10,353,000           |
| Unadopted roads                       | £77,000               |
| Footways                              | £527,000              |
| Safety Barriers                       | £97,000               |
| Cultullich Retaining Wall             | £227,000              |
| <b>Capital</b>                        | <b>2019/20 Budget</b> |
| Structure Maintenance – Timber Routes | £1,135,000            |
| <b>Total</b>                          | <b>£12,416,000</b>    |

Table 10 – Roads Maintenance Partnership Budget 2019/20

## Structures

### Condition

- 2.16 Perth and Kinross Council is responsible for maintaining and managing over 1,000 structures throughout the authority area, including road bridges, culverts, footbridges and retaining walls. These include high profile structures such as Old Perth Bridge, Telford's Dunkeld bridge and Wade's bridge in Aberfeldy, as well as many hundreds of smaller less visible structures that are nonetheless integral to the road network. All have differing maintenance requirements dependent on their structural type and condition.
- 2.17 Perth and Kinross Council's structures connect communities allowing citizens and business easy access across rivers, railways and roads, thus ensuring efficient travel and transportation of goods. Their importance is highlighted when a bridge closure or restriction causes loss of serviceability or amenity.
- 2.18 The Council ensures the safety of these structures by carrying out planned inspections on a 2 year rolling programme. We assess the condition of the structures to ensure they are safe for use and to determine prioritised maintenance requirements.

- 2.19 The structures asset is considered by structure type and comprises the following:

| Structure Type     | Quantity     |
|--------------------|--------------|
| Road Bridges       | 503          |
| Footbridges        | 22           |
| Unusual Structures | 4            |
| Retaining Walls    | 223          |
| Culverts           | 343          |
| Subways            | 1            |
| <b>Total</b>       | <b>1,096</b> |

Table 11- Structure Types Breakdown

- 2.20 The number of road bridges stated above has increased from last year due to reclassification of two structures from privately owned to PKC owned.
- 2.21 Although the full road network has now been surveyed to determine the number of retaining walls, the walls are often obscured by vegetation making them difficult to identify. It is therefore expected that further walls will continue to be found and added to the inventory for some years to come.

### Stock Condition Indicators

- 2.22 The County Surveyors' Society Bridges Group has devised national Bridge Condition Indicators to evaluate the condition of structures stock and our stock is evaluated in line with these guidelines.
- 2.23 Two condition indicators are evaluated for each local authorities stock of structures defined as:
- **BSCI<sub>ave</sub>**: Average Stock Condition Indicator – the weighted average of the individual Condition Indicator scores; this score provides an overview of the average stock condition.
  - **BSCI<sub>crit</sub>**: Critical Stock Condition Indicator – the weighted average of the Critical Indicator scores. This score provides an indication of the criticality of the stock with regards to load carrying capacity.

## Structure Condition Indicator Score Range Groupings

| BSCI / BCI Score Range Group: | General Description | BSCI Stock Condition Descriptor                                                                               |
|-------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------|
| $95 \leq \text{BCI} \leq 100$ | Very Good Condition | Structure stock is in a very good condition.<br>Very few structures may be in a moderate to severe condition. |
| $90 \leq \text{BCI} < 94$     | Good Condition      | Structure stock is in a good condition.<br>A few structures may be in a severe condition.                     |
| $80 \leq \text{BCI} < 89$     | Fair Condition      | Structure stock is in a fair condition.<br>Some structures may be in a severe condition.                      |
| $65 \leq \text{BCI} < 79$     | Poor Condition      | Structure stock is in a poor condition. A significant number of structures may be in a severe condition.      |
| $40 \leq \text{BCI} < 64$     | Very Poor Condition | Structure stock is in a very poor condition. Many structures may be in a severe condition                     |
| $0 \leq \text{BCI} < 39$      | Severe              | Structure stock is in a severe condition. Many structures may be unserviceable or close to it.                |

Table 12 - Structure Condition Indicator Score Range Groupings

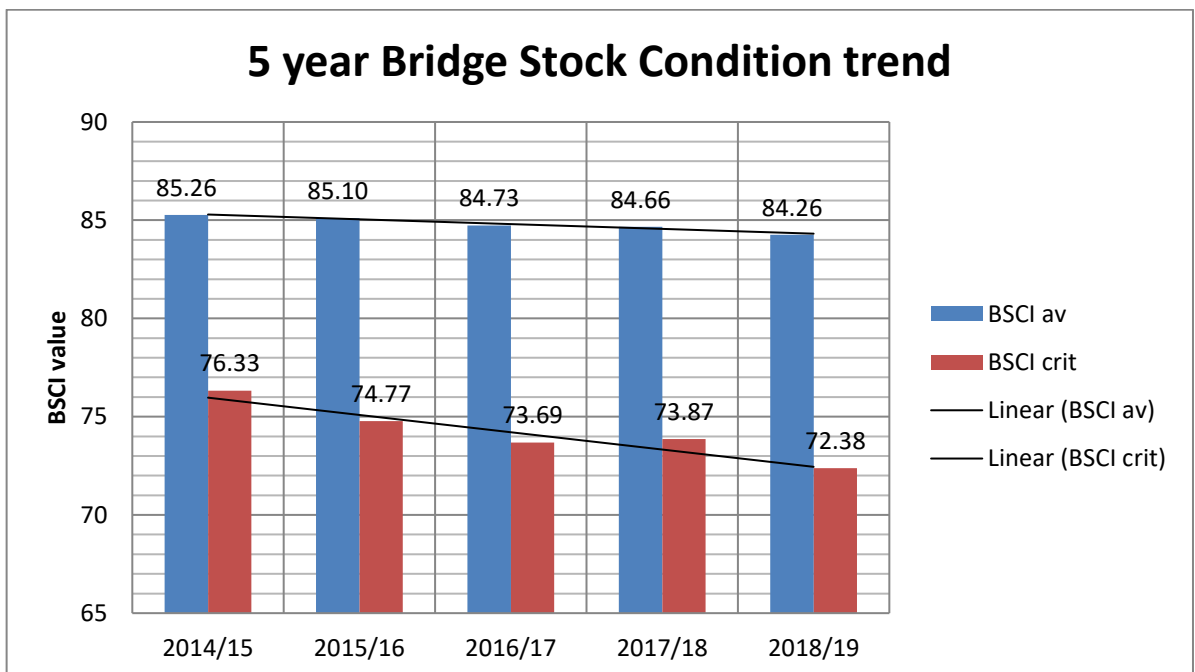


Table 13 – 5 Year Bridge Stock Condition Trend

- 2.24 From the above graph it is clear that the condition of the bridge stock in Perth & Kinross is in decline.

- 2.25 The  $BSCI_{av}$  and  $BSCI_{crit}$  scores for the overall bridge stock shown above are calculated from the individual condition scores from each bridge and weighted by the bridge area. The range of condition scores from individual bridges varies widely, with some bridges in a very good condition and others in a poorer condition.

### Service Standards

| Service   | Measured By                                                                                                                  | Target Compliance | 2017/18 | 2018/19 |
|-----------|------------------------------------------------------------------------------------------------------------------------------|-------------------|---------|---------|
| Safety    | Carry out General Inspections at a maximum frequency of 2 years, excluding structures programmed for a Principal Inspection. | 100%              | 100%    | 100%    |
|           | Carry out Principal Inspections at a maximum frequency of 6 years.                                                           | 100%              | 66.36%  | 89.61%  |
|           | Carry out Scour Inspections at a maximum frequency of 6 years.                                                               | 100%              | 95.28%  | 100%    |
| Condition | Attend non-emergency maintenance call outs within 7 days.                                                                    | 100%              | 100%    | 100%    |
|           | Maintain all Structures such that the $BSCI_{(ave)}$ remains above 85.                                                       | 85                | 84.66   | 84.26   |
|           | Maintain all Structures such that the $BSCI_{(crit)}$ remains above 80.                                                      | 80                | 73.87   | 72.38   |
|           | Number of bridges with a BCI crit less than 40 (i.e. classed as severe)                                                      | 0                 | 78      | 84      |
|           | The total number of weight restricted bridges within the authority shall remain below 1% of stock.                           | 1% of stock       | 1.53%   | 1.53%   |
|           | The number of sub-standard structures subject to BD79 monitoring within the authority shall remain below 2% of stock.        | 2% of stock       | 7.77%   | 8.26%   |

Table 14 – Structures Service Standards

- 2.26 The percentage of Principal Inspections completed has improved from last year but is still below target. There are two reasons for this; firstly, due to the condition of the bridges there are an increasing number of bridges that need Special Inspections at more frequent intervals and this takes resource away from the routine Principal Inspections. The second reason is that there are a

number of structures that need specialist access methods to fully inspect and resources have not been available to procure these.

- 2.27 The Target Compliance value for  $BSI_{crit}$  has been revised upwards to target 'Fair' condition rather than 'Poor' condition in accordance with Table 12 category descriptions.
- 2.28 A new Performance Indicator of 'Number of bridges with a  $BCI_{crit}$  less than 40 (i.e. in Severe condition)' has been added. This is a useful indicator of the number of structures that are at increased risk of future restrictions. The value for 2017/18 has been populated from last year's data.
- 2.29 Although the average condition of the key structural elements of the bridge stock ( $BCI_{crit}$ ) is in the 'Poor' range there are, of course, a significant number of structures that are in worse condition than the average. Where there are concerns about a structure, either because of condition or capacity, we may implement on-going additional monitoring (Special Inspections) to ensure that it remains in a safe condition for use, and to determine whether further measures such as weight restrictions or traffic constraints are required.
- 2.30 The current condition of the bridge stock has resulted in 70 bridges being subject to these special monitoring regimes (up from 68 last year). The frequency of special monitoring is typically set at 1, 3, 6 or 12 months depending on the level of risk. These inspections must take priority over Principal and General Inspections and therefore maintaining the target rates for these inspections will become increasingly difficult in future years.
- 2.31 Scour inspections are carried out using a number of different techniques. Visual inspections for scour damage to bridges are carried out at every General Inspection and Principal Inspection. Specialist diver surveys are currently only required for a small number of the larger bridges. A contract for diving inspections was completed in 2018/19. The Structures Section plan to complete Scour risk assessment of relevant structures in coming years which has the potential to significantly increase the work backlog in this regard.
- 2.32 The programme to identify retaining walls associated with the road network is now complete and these structures have been added to the asset database. Inspection resources are fully utilised carrying out the standard inspections to bridges and culverts and the additional Special Inspections and therefore inspection of retaining walls has not yet commenced.
- 2.33 A number of weight restrictions are in place on bridges which are not capable of carrying full traffic loadings. Given the limited capital budget available for strengthening and refurbishment, these bridges are currently subject to an increased monitoring regime to identify if any further measures are required in terms of load capacity. The structures section are planning to determine and execute a programme of bridge assessments in the coming years.
- 2.34 One of the significant pressures on staff time and the revenue budget is repairing parapet damage caused by errant vehicles. Typically these must be

made safe immediately with temporary barriers, with the permanent repairs being carried out at a later date. Where the identity of the driver is known, repair costs are recharged to the insurance company, however in a significant proportion (typically about 50% of cases) the driver is not identified and these costs are borne by the Council.

- 2.35 Between April 2018 and March 2019 there were 22 parapets damaged with an estimated repair cost of £141,000. The permanent repairs are risk ranked along with all other works priorities and therefore if a bridge poses a low risk to the public once the temporary barriers are in place, the repairs may be put on to the backlog list and delayed for several years to allow higher priority works to be completed. The current backlog of parapet impact repairs is 54.

### Performance Indicators

- 2.36 The status of the structures asset is measured and compared by nationally standardised performance indicators:

| Description                                                              | Results        |                                     |                     | Analysis                                                                                                                  |
|--------------------------------------------------------------------------|----------------|-------------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------|
|                                                                          | PKC<br>2018/19 | SCOTS<br>Family<br>Group<br>Average | National<br>Average |                                                                                                                           |
| Percentage of principal inspections carried out on time                  | 89.61%         | 73.62%                              | 82.75%              | Better than both the SCOTS family group and national average                                                              |
| Percentage of general inspections carried out on time                    | 100%           | 87.54%                              | 86.52%              | Better than both the SCOTS family group and national average                                                              |
| BSCI Average                                                             | 84.26          | 83.41                               | 86.07               | Ranked 4 <sup>th</sup> out of 7 in SCOTS Family group.                                                                    |
| BSCI Critical                                                            | 72.38          | 75.39                               | 78.49               | Ranked 5 <sup>th</sup> out of 7 in SCOTS family group.                                                                    |
| No of Council owned bridges failing assessment                           | 50             | 53                                  | 22                  | PKC has more bridges failing assessments than the national average but less than SCOTS family group average.              |
| No of privately owned bridges failing assessment on Council road network | 5              | 4                                   | 5                   | PKC has more private bridges failing assessment than the SCOTS family group average but the same as the national average. |

Table 15 – Performance Indicators

- 2.37 It should be noted that agreement would have to be reached with the owner should the Council wish to strengthen a privately owned bridge. The cost of this would lie with the Council.

## Investment

- 2.38 The following table shows the expenditure on Structures for financial year 2018/19 with the budget figure as reported to the Strategic Policy & Resources Committee on 11 September 2019:

| <b>Revenue</b>                                                  | <b>2018/19<br/>Planned</b> | <b>2018/19<br/>Actual</b> |
|-----------------------------------------------------------------|----------------------------|---------------------------|
| Bridge Repairs                                                  | £185,500                   | £219,736                  |
| Income (Recovery of third parties damage & Garry Bridge Rental) | (£16,500)                  | (£53,485)                 |
| Structural Maintenance – Queen’s Bridge                         | £191,000                   | £124,486                  |
| Structural Maintenance – Old Perth Bridge                       | £26,000                    | £75,386                   |
| <b>Total</b>                                                    | <b>£402,500</b>            | <b>£419,608</b>           |

| <b>Capital</b>             | <b>2018/19<br/>Planned</b> | <b>2018/19<br/>Actual</b> |
|----------------------------|----------------------------|---------------------------|
| West of Fearnan Culvert    | £42,000                    | £30,535                   |
| Parapet Upgrades           | £109,000                   | £0                        |
| Welton Road Retaining Wall | £369,000                   | £0                        |
| Pitcur                     | £15,000                    | £10,180                   |
| Dalhenzean Culvert         | £5,000                     | £850                      |
| <b>Total</b>               | <b>£540,000</b>            | <b>£41,565</b>            |

Table 16 – Structures Investment 2018/19

- 2.39 Due to workload pressures on existing staff being diverted to more urgent safety critical projects, it was not possible to progress the parapet upgrades programme, Welton Road Retaining Wall and Dalhenzian Culvert. These projects were ‘slipped’ to 2019/20 & 2020/21.
- 2.40 The following table shows the Structures budget for financial year 2019/20 as reported to the Strategic Resources & Policy Committee on 11 September 2019:

| <b>Revenue</b> | <b>2019/20<br/>Budget</b> |
|----------------|---------------------------|
| Bridge Repairs | £187,500                  |
| <b>Total</b>   | <b>£187,500</b>           |

| <b>Capital</b>                 | <b>2019/20 Budget</b> |
|--------------------------------|-----------------------|
| West of Fearnan Culvert        | £19,000               |
| Bridge Refurbishment Programme | £159,000              |
| Parapet Upgrades               | £50,000               |
| Dalhenzean Culvert             | £291,000              |
| Dunkeld Golf Course            | £226,000              |
| Old Perth Bridge               | £166,000              |
| Queens Bridge                  | £377,000              |
| Welton Road Retaining Wall     | £78,000               |
| <b>Total</b>                   | <b>£1,366,000</b>     |

Table 17 – Structures 2019/20 Programme

- 2.41 There is a backlog of £37 million Capital projects and £8 million of Revenue projects identified.
- 2.42 PKC take part in the SCOTS RAMP project which has developed a tool to estimate the amount of depreciation a bridge stock will experience. Based on this tool, the amount of annual depreciation of bridge stock is £1.410million. The Revenue budget (from table 15 above) available to offset this depreciation is £187,500 or approximately 13% of the amount required. The effects of continuing to maintain this level of revenue funding can evidently be seen in the continuing decline in condition of the bridge stock.

### Street Lighting

- 2.43 The street lighting asset is considered using the following classification:

| <b>Column Material</b> | <b>Quantity</b> |
|------------------------|-----------------|
| Galvanised Steel       | 13,643          |
| Aluminium (pre 2000)   | 3,342           |
| Aluminium (post 2000)  | 5,409           |
| Cast Iron              | 22              |
| <b>Total</b>           | <b>22,416</b>   |

| <b>Cable Assets</b> | <b>Quantity (m)</b> |
|---------------------|---------------------|
| Cable under Footway | 372,500             |
| Cable under Verge   | 372,500             |
| <b>Total</b>        | <b>745,000</b>      |

| <b>Other Street Lighting Assets</b> | <b>Quantity</b> |
|-------------------------------------|-----------------|
| Wall Bracket                        | 2,179           |
| Wooden Pole                         | 162             |
| Control Cabinet                     | 1,216           |
| <b>Total</b>                        | <b>3,557</b>    |

| Luminaires   | Quantity      |
|--------------|---------------|
| All          | 25,146        |
| <b>Total</b> | <b>25,146</b> |

| Illuminated Signs | Quantity     |
|-------------------|--------------|
| Signs             | 1,983        |
| Bollards          | 357          |
| <b>Total</b>      | <b>2,340</b> |

Table 18 – Quantity of Street Lighting Assets

| Columns Exceeding ESL (by Material Type) |                    |                       |
|------------------------------------------|--------------------|-----------------------|
| Material Type                            | Columns Within ESL | Columns Exceeding ESL |
| Galvanised Steel                         | 10,119             | 3,524                 |
| Aluminium (pre 2000)                     | 2,741              | 601                   |
| Aluminium (post 2000)                    | 5,409              | 0                     |
| Cast Iron                                | 22                 | 0                     |

Table 19 – Quantity of Columns Exceeding ESL (Expected Service Life)

- 2.44 In 2018/19, 18.40% of columns exceeded their Expected Service Life (ESL). The table above shows that a high proportion of galvanised steel columns have exceeded their ESL. These column types continue to be replaced in the column replacement programme. Any columns that have a specific safety issue considered to be a risk to the public are deemed to be dangerous and are treated as emergencies.

| Luminaire Exceeding ESL (By Material Type) |                          |                       |
|--------------------------------------------|--------------------------|-----------------------|
| Material Type                              | Luminaires Exceeding ESL | Luminaires Within ESL |
| SOX                                        | 6,478                    | 951                   |
| SON                                        | 1,459                    | 2,940                 |
| FLUORESCENT                                | 410                      | 3,666                 |
| METAL HALIDE                               | 22                       | 43                    |
| LED                                        | 0                        | 8,859                 |
| Other                                      | 10                       | 308                   |

Table 20 – Quantity of Luminaire Exceeding ESL

- 2.45 In 2018/19, 33.32% of lanterns exceeded their ESL. (Note: ESL is assumed to be 20 years for all luminaire types). The table above shows that a high proportion of the remaining SOX luminaires have exceeded their ESL. Replacement of SOX luminaires is a high priority in the current LED programme.

## Service Standards

| Service   | Measured By                                                                                                   | Target Compliance | 2017/18   | 2018/19   |
|-----------|---------------------------------------------------------------------------------------------------------------|-------------------|-----------|-----------|
| Safety    | Electrical testing of all equipment shall be undertaken at a frequency of 6 years                             | 100%              | 65.25%    | 62.92%    |
|           | Emergency faults shall be made safe or repaired within 4 hours of notification                                | 100%              | 100%      | 100%      |
| Condition | The percentage of street light columns exceeding their expected service life (ESL) should be no more than 25% | 25%               | 18.27%    | 18.40%    |
|           | A non-emergency fault shall be rectified within 7 working days (Single Outage)                                | 100%              | 99%       | 98.40%    |
|           | Average time taken to repair faults to restore lamps to working order                                         | 2.6 days          | 2.31 days | 2.44 days |

Table 21 – Street Lighting Service Standards

- 2.46 All street lighting units have been initially tested and undergone a subsequent periodic inspection. It has been agreed that the Council will use some of the savings generated from the LED Business Case to fund additional periodic inspection and testing. This will ensure that Perth & Kinross Council continues to meet its statutory obligations within the Regulations.
- 2.47 The recommended frequency of periodic inspection and testing has slipped in recent years as a result of additional defects identified and repaired as part of the testing regime. This will be a recurring pressure on the inspection programme year on year and will vary depending upon the defects found.

## Performance Indicators

| Description                         | Results     |                            |                  | Analysis                                                                                                           |
|-------------------------------------|-------------|----------------------------|------------------|--------------------------------------------------------------------------------------------------------------------|
|                                     | PKC 2017/18 | SCOTS Family Group Average | National Average |                                                                                                                    |
| Percentage of repairs within 7 days | 98.40%      | 83.53%                     | 88.83%           | The Council performance for repairing faults is better than SCOTS family group and one of the best across Scotland |

| Description                                   | Results   |           |           | Analysis                                                                                          |
|-----------------------------------------------|-----------|-----------|-----------|---------------------------------------------------------------------------------------------------|
| Average cost for repairing a routine fault    | £49.02    | £60.92    | £95.21    | One of the lowest across Scotland                                                                 |
| Average time taken to repair (days)           | 2.44 days | 5.22 days | 6.93 days | Substantially lower than both the SCOTS family group and the Scottish average                     |
| Public calls as a percentage of street lights | 11.13%    | 6.97%     | 7.83%     | The Council receives more calls when compared to the SCOTS benchmarking family group and Scotland |

Table 22 – Performance Indicators

- 2.48 The Council performance for repairing faults remains one of the best in Scotland with 98.40% of faults repaired within 7 days. The average cost of repairing a routine fault is £49.02 which remains one of the lowest in Scotland. The average time taken to repair a fault has continuously improved and is now 2.44 days, which is substantially less than the Scottish average of 7.83 days.

### Investment

- 2.49 The following table shows the expenditure for financial years 2017/18 and 2018/19 on Street Lighting:

| Cost Category                                                                              | 2017/18  | Output 2017/18                                                                                        | 2018/19    | Output 2018/19                                                                                        |
|--------------------------------------------------------------------------------------------|----------|-------------------------------------------------------------------------------------------------------|------------|-------------------------------------------------------------------------------------------------------|
| Planned Maintenance – Corrective                                                           | £883,930 | 2000 lanterns replaced during year (7.85%)                                                            | £1,032,928 | 2000 lanterns replaced during year (7.95%)                                                            |
| Total net payment for bulk/planned replacement of street lighting stock                    |          | 414 columns replaced during year (1.83% of total stock)                                               |            | 462 columns replaced during year (2.05% of total stock)                                               |
| Routine – Reactive Repairs                                                                 | £198,639 | 4,370 total faults repaired                                                                           | £199,035   | 4,060 total faults repaired                                                                           |
| Total number of routine, day to day faults affecting lanterns, control gear or photo cells |          | 1,404 of the total faults that were identified as a result of scouting/inspection                     |            | 1,283 of the total faults that were identified as a result of scouting/inspection                     |
|                                                                                            |          | 2,966 of the total faults that were identified as a result of reports by public / other third parties |            | 2,777 of the total faults that were identified as a result of reports by public / other third parties |

| Cost Category              | 2017/18           | Output 2017/18                                                                                                               | 2018/19           | Output 2018/19                                                                                                               |
|----------------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------|
| Routine – Reactive Repairs | £150,094          | All other net annual payments for maintenance of street lighting stock (excluding bulk/planned replacement and energy costs) | £139,635          | All other net annual payments for maintenance of street lighting stock (excluding bulk/planned replacement and energy costs) |
| <b>Total</b>               | <b>£1,232,663</b> |                                                                                                                              | <b>£1,371,598</b> |                                                                                                                              |

Table 23 – Street Lighting Investment and Output for 2017/18 and 2018/19

- 2.50 Following approval by the Strategic Policy & Resources Committee on 23 September 2015 (Report 15/396 refers) to undertake a ‘spend to save’ replacement of less efficient street lighting installations and provide significant energy savings in terms of cost and CO2 emissions, the following programme of light and column replacement works is being implemented:

|              | Planned Lantern Replacements | Actual Lantern Replacements | Planned Column Replacements | Actual Column Replacements |
|--------------|------------------------------|-----------------------------|-----------------------------|----------------------------|
| 2016/17      | 1,500                        | 3,115                       | 375                         | 471                        |
| 2017/18      | 1,500                        | 1,725                       | 375                         | 414                        |
| 2018/19      | 1,500                        | 2,000                       | 500                         | 462                        |
| 2019/20      | 2,000                        |                             | 500                         |                            |
| 2020/21      | 2,000                        |                             | 500                         |                            |
| 2021/22      | 2,000                        |                             | 500                         |                            |
| 2022/23      | 2,000                        |                             | 500                         |                            |
| 2023/24      | 2,000                        |                             | 500                         |                            |
| 2024/25      | 2,000                        |                             | 500                         |                            |
| 2025/26      | 1,000                        |                             | 500                         |                            |
| <b>TOTAL</b> | <b>17,500</b>                | <b>6,840</b>                | <b>4,750</b>                | <b>1,347</b>               |

Table 23 – Street Lighting Programme

- 2.51 The Street Lighting Partnership is currently 4 years into its LED replacement programme to drive down energy costs and replace the infrastructure in a planned, phased manner and delivery is ahead of programme. The following table shows the forecast data from the Scottish Futures Toolkit which the business case was based on, compared against the last 3 years figures which shows energy reduction and cost savings are significantly greater than forecast in the business case.

| LED Replacement Programme  | 2015/16          | 2016/17          | 2017/18          | 2018/19          |
|----------------------------|------------------|------------------|------------------|------------------|
| SFT Forecast Energy (kWh)  | 9,262,753        | 8,414,074        | 7,682,897        | 7,197,520        |
| <b>Actual Energy (kWh)</b> | <b>8,879,121</b> | <b>7,749,283</b> | <b>6,993,048</b> | <b>6,578,241</b> |
|                            |                  |                  |                  |                  |
| SFT Forecast Energy Saving |                  | 848,679          | 1,579,858        | 2,065,233        |

|                                      |                   |                   |                  |                  |
|--------------------------------------|-------------------|-------------------|------------------|------------------|
| (kWh)                                |                   |                   |                  |                  |
| <b>Actual Energy Saving (kWh)</b>    | <b>383,632</b>    | <b>1,513,470</b>  | <b>2,269,705</b> | <b>2,684,512</b> |
| SFT Forecast Energy Cost (£)         | £1,017,454        | £1,144,851        | £1,259,158       | £1,290,711       |
| <b>Actual Energy Cost (£)</b>        | <b>£1,083,924</b> | <b>£1,006,360</b> | <b>£885,452</b>  | <b>£920,923</b>  |
| SFT Forecast Energy Cost Saving (£)  |                   | £104,969          | £176,359         | £235,170         |
| <b>Actual Energy Cost Saving (£)</b> | <b>£46,832</b>    | <b>£196,547</b>   | <b>£288,961</b>  | <b>£257,008</b>  |

Table 24 – LED Replacement Programme Energy Figures

- 2.52 The Street Lighting Core budget is £150k per annum committed until 2020/2021. It was agreed to fund the future core budget at £150k per year until 2024/2025 using the LED prudential borrowing surplus.
- 2.53 This removes budget pressure from the core budget and at the same time still delivers an overall reduction in the prudential borrowing.
- 2.54 The effect of this is that actual energy savings being realised through the revenue budget are less than those identified in the table in table 24.

### Traffic Management

- 2.55 All traffic signal and public space CCTV cameras require ongoing maintenance to ensure the equipment remains operational and in a safe condition.

#### Condition

| Traffic Signal Types                                 | Quantity   | Exceeding Expected Service Life (ESL) | Within Expected Service Life (ESL) |
|------------------------------------------------------|------------|---------------------------------------|------------------------------------|
| <b>Traffic Signal Junctions</b>                      |            |                                       |                                    |
| Junctions                                            | 46         | 3                                     | 43                                 |
| <b>Traffic Signal (Pedestrian Crossing) Subtypes</b> |            |                                       |                                    |
| Single Carriageway                                   | 62         | 8                                     | 54                                 |
| Dual Carriageway                                     | 1          | 0                                     | 1                                  |
| <b>Total</b>                                         | <b>109</b> | <b>11</b>                             | <b>98</b>                          |

|                                        |                 |
|----------------------------------------|-----------------|
| <b>Other Traffic Management System</b> | <b>Quantity</b> |
|----------------------------------------|-----------------|

|                         |            |
|-------------------------|------------|
| <b>Types</b>            |            |
| Safety Cameras          | 35         |
| Vehicle Activated Signs | 129        |
| <b>Total</b>            | <b>164</b> |

- 2.56 Expected Service Life is calculated to be 20 years for equipment and 40 years for associated engineering works.

### Service Standards

| Service   | Measured By                                                                                             | Target Compliance | 2017/18 | 2018/19 |
|-----------|---------------------------------------------------------------------------------------------------------|-------------------|---------|---------|
| Safety    | Attendance at Major faults shall be within 4 hours                                                      | 100%              | 92%     | 84%     |
|           | Attendance at Minor faults shall be within 24 hours                                                     | 100%              | 93%     | 92%     |
|           | Undertake electrical inspections for electrical assets at each installation every year                  | 100%              | 100%    | 100%    |
| Condition | Initial repair of major faults shall be within 1 hour                                                   | 100%              | 90%     | 83%     |
|           | Initial repair of minor faults shall be within 24 hours                                                 | 100%              | 93%     | 90%     |
|           | The percentage of traffic signal installations exceeding their ESL of 20 years should be no more than 0 | 100%              | 94.69%  | 89%     |

Table 25 – Traffic Management Service Standards

### Performance Indicators

| Description                                       | Results     |                            |                  | Analysis                                                                     |
|---------------------------------------------------|-------------|----------------------------|------------------|------------------------------------------------------------------------------|
|                                                   | PKC 2017/18 | SCOTS Family Group Average | National Average |                                                                              |
| Percentage of faults rectified within target time | 89.03%      | 90.51%                     | 95.23%           | PKC is slightly below the SCOTS family group and below the national average. |

|                                               |        |        |        |                                                                |
|-----------------------------------------------|--------|--------|--------|----------------------------------------------------------------|
| Percentage of faults rectified on first visit | 83.67% | 92.96% | 92.93% | PKC is below both the SCOTS family group and national average. |
|-----------------------------------------------|--------|--------|--------|----------------------------------------------------------------|

Table 26 - Performance Indicators showing PKC returns against SCOTS family group returns and national average return

## Investment

- 2.57 Traffic signal investment/refurbishments are carried out on sites which have shown significant equipment deterioration or when a site is under review due to other circumstances such as a new housing development or road layout amendments.
- 2.58 The following table shows the expenditure on Traffic Signals for financial year 2018/19:

## Revenue

| Cost Category             | 2018/19 Planned | Output 2018/19                                                                 | 2018/19 Actual  |
|---------------------------|-----------------|--------------------------------------------------------------------------------|-----------------|
| Planned Maintenance       | £77,000         | Planned Maintenance Contract – Siemens                                         | £90,563         |
| Reactive Maintenance      | £60,500         | Miscellaneous reactive repairs and maintenance costs                           | £50,164         |
| Telecommunication Costs   | £8,000          | Annual costs for communication systems                                         | £6,957          |
| Energy Costs              | 67,000          | Electricity costs for Traffic Signals, and Automatic Bollards                  | £48,992         |
| CCTV Planned Maintenance  | £4,961*         | Planned Maintenance Contract – Spie Scotshield Ltd                             | £5,458*         |
| CCTV Reactive Maintenance | £6,447*         | Miscellaneous reactive repairs and maintenance costs                           | £4,884*         |
| CCTV System Costs         | £29,865*        | System running costs                                                           | £27,105*        |
| City Operations (ERDF)    | £120,000        | Funded by Traffic management but being delivered by Housing & Community Safety | £19,918         |
| Vehicle Activated Signs   | £150,000        | Various Sites                                                                  | £146,096        |
| <b>Total</b>              | <b>£523,773</b> |                                                                                | <b>£400,137</b> |

\*Funded by Parking Services

## Capital

| Cost Category                 | 2018/19 Planned   | Output 2018/19                                         | 2018/19 Actual  |
|-------------------------------|-------------------|--------------------------------------------------------|-----------------|
| UTC Upgrade                   | £30,000           | Dunkeld Road at Ballantine Place                       | £23,772         |
|                               | £60,000           | Dunkeld Road/St Catherines Road Junction               | £79,150         |
|                               | £34,000           | Urban Traffic Control upgrades unallocated             | £17,000         |
| Road Safety Initiatives       | £215,000          | Programmed – Priority List 1 schemes                   | £139,906        |
|                               | £692,000          | Road Safety Initiative Works – Priority List 2 schemes | £36,579         |
| Vehicle Activated Signs (VAS) | £39,000           | Vehicle activated signs                                | £38,040         |
| A977                          | £493,000          | A977 Speed Mitigation Measures                         | £222,003        |
| Broich Road                   | £320,000          | Broich Road, Crieff Junction Improvements              | £6,409          |
| <b>Total</b>                  | <b>£1,883,000</b> |                                                        | <b>£562,859</b> |

Table 27 – Traffic Management Investment 2018/19

- 2.59 It should be noted that as we continue to grow the asset there will be ongoing revenue pressures to maintain it at a serviceable level.
- 2.60 The following table shows the Traffic Signals budget for financial year 2019/20 as reported to the Strategic Policy & Resources Committee on 11 September 2019:

### 2019/20 Programme

#### Revenue

| Cost Category           | 2019/20 Budget | Output 2019/20                                                |
|-------------------------|----------------|---------------------------------------------------------------|
| Planned Maintenance     | £77,000        | Planned Maintenance Contract – Siemens                        |
| Reactive Maintenance    | £68,500        | Miscellaneous reactive repairs and maintenance costs          |
| Telecommunication Costs | £8,000         | Annual costs for communication systems                        |
| Energy Costs            | £67,000        | Electricity costs for Traffic Signals, and Automatic Bollards |

|                                |                 |                                                                                                                                  |
|--------------------------------|-----------------|----------------------------------------------------------------------------------------------------------------------------------|
| Public Space CCTV Maintenance* | £55,000         | Planned Maintenance Contract – Spie Scotshield Ltd and Scottish Communications Group. Reactive repairs and system running costs. |
| City Operations (ERDF)         | £120,000        | Funded by Traffic management but being delivered by Housing & Community Safety                                                   |
| Vehicle Activated Signs        | £150,000        | Various Sites                                                                                                                    |
| <b>Total</b>                   | <b>£545,500</b> |                                                                                                                                  |

\*Funded by Parking Services

## Capital

| Cost Category           | 2019/20 Budget    | Output 2019/20                            |
|-------------------------|-------------------|-------------------------------------------|
| UTC Upgrade             | £65,000           | Dunkeld Road at Asda                      |
|                         | £192,000          | Barrack St Junction                       |
| Road Safety Initiatives | £731,000          | Road Safety Initiative Schemes            |
| 20mph Signs             | £300,000          | 20mph signs                               |
| A977                    | £161,000          | A977 Speed Mitigation Measures            |
| Broich Road             | £315,000          | Broich Road, Crieff Junction Improvements |
| School RSI              | £270,000          | Road Safety Improvements                  |
| <b>Total</b>            | <b>£2,034,000</b> |                                           |

Table 28 – Traffic Management Programme 2019/20

- 2.61 The additional Capital funding allocated from 2017/18 continues to be allocated towards the backlog of pedestrian crossings and speed activated variable message signs.
- 2.62 It should be noted that as we continue to add to the asset base, maintenance costs will increase which without additional revenue funding will result in a reduced standard of maintenance.

## Summary and Future Developments

- 2.63 The overall condition of the Council's roads network has seen a further marginal improvement.
- 2.64 The Roads Maintenance Strategy, implemented through the approved Roads Asset Management Plan, directs where the available funding is spent and is currently targeted at the Council's primary road network, with lower category roads receiving less expensive treatments such as patching and surface dressing. The strategy will be reviewed in conjunction with the Roads Asset Management Plan in 2020/21.

- 2.65 The Street Lighting Partnership is currently 4 years into its LED replacement programme to drive down energy costs and replace their infrastructure in a planned and phased manner. Delivery remains ahead of programme resulting in higher savings and a quicker reduction in energy consumption.
- 2.66 Improvements to both the Council's CCTV and traffic signalling systems will be undertaken periodically in accordance with available funding. Priority will be given to maintaining the existing systems as effectively as possible to ensure that functionality is prolonged as much as possible.
- 2.67 The condition of the bridge stock continues to decline with an increasing number of structures in a condition that need a special inspection regime to ensure that they are safe to use.
- 2.68 With the deterioration of condition, more structures may be reaching a point where they will need to be replaced rather than repaired.
- 2.69 The number of parapet strikes continues to have a large impact on existing staff time and financial resources, with a resulting increase in the backlog of impact damages to be repaired.

### 3. RECOMMENDATIONS

- 3.1 It is recommended that the Committee:
- (i) endorses the contents of this Roads Asset Status Report, together with the condition and performance of the Council's Roads assets as at 31 March 2018, as set out in Appendix 2 to the report.
  - (ii) requests the Executive Director (Housing and Environment) to continue to submit an annual report on the performance of, and investment in, the Council's Roads assets in accordance with the approved Asset Management Plan, including benchmarking information.

#### Authors

| Name          | Designation                          | Contact Details                                                                                  |
|---------------|--------------------------------------|--------------------------------------------------------------------------------------------------|
| Gregor Walker | Corporate Asset Management Officer   | 01738 475000<br><a href="mailto:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a> |
| Stuart D'All  | Road Maintenance Partnership Manager |                                                                                                  |

#### Approved

| Name           | Designation                                   | Date            |
|----------------|-----------------------------------------------|-----------------|
| Barbara Renton | Executive Director<br>(Housing & Environment) | 04 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>Yes</b>        |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>None</b>       |
| Strategic Environmental Assessment                  | <b>None</b>       |
| Sustainability (community, economic, environmental) | <b>None</b>       |
| Legal and Governance                                | <b>None</b>       |
| Risk                                                | <b>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 Plan/Single Outcome Agreement sets out a number of priorities. By maintaining the roads asset it enables every aspect of life to continue:

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

#### Corporate Plan

- 1.2 The Council's Corporate Plan lays out five Objectives which provide clear strategic directions, inform decisions at a corporate and service level and shape resources allocation. This report supports the delivery of the following Corporate Plan objectives:

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

## **2. Resource Implications**

### Financial

### Capital

- 2.1 See detail in report.

### Revenue

- 2.2 See detail in report.

### Workforce

- 2.3 Maintenance of the network is implemented using existing staff resources.

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

- 2.4 This report defines the outcomes of managing the roads asset.

## **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.

### Legal and Governance

- 3.4 Head of Legal and Governance assessment is not required for this report.

### Risk

- 3.5 A risk assessment is not required for this report.

#### **4. Consultation**

4.1 The following were consulted in the preparation of this report:

- The Roads Maintenance Partnership
- The Street Lighting Partnership
- Structures Team
- Traffic Management Team
- Corporate Finance

#### **5. Communication**

5.1 None.

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

2.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1983 (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 - Definitions of the Road Classifications.

3.2 Appendix 2 - Carriageway Condition against Scottish Average.

**APPENDIX 1****Definitions of the Road Classification**

- A Class – these are the highest class of the Council's road network. They are identified by the Local Roads Authority.
- B Class – these are the second tier in the Council's road network. They are identified by the Local Roads Authority.
- C Class – these are the third tier in the Council's road network. They are identified by the Local Roads Authority. No number is officially associated with a classified unnumbered road, although the Local Roads Authority is entitled to develop its own methods to identify it.
- Unclassified – these are the fourth tier in the Council's road network. If not stated otherwise, roads are assumed to be unclassified. No number is officially associated with an unclassified road, although the Local Roads Authority is entitled to develop its own methods to identify it.



## APPENDIX 2

### Carriageway Condition against Scottish Average

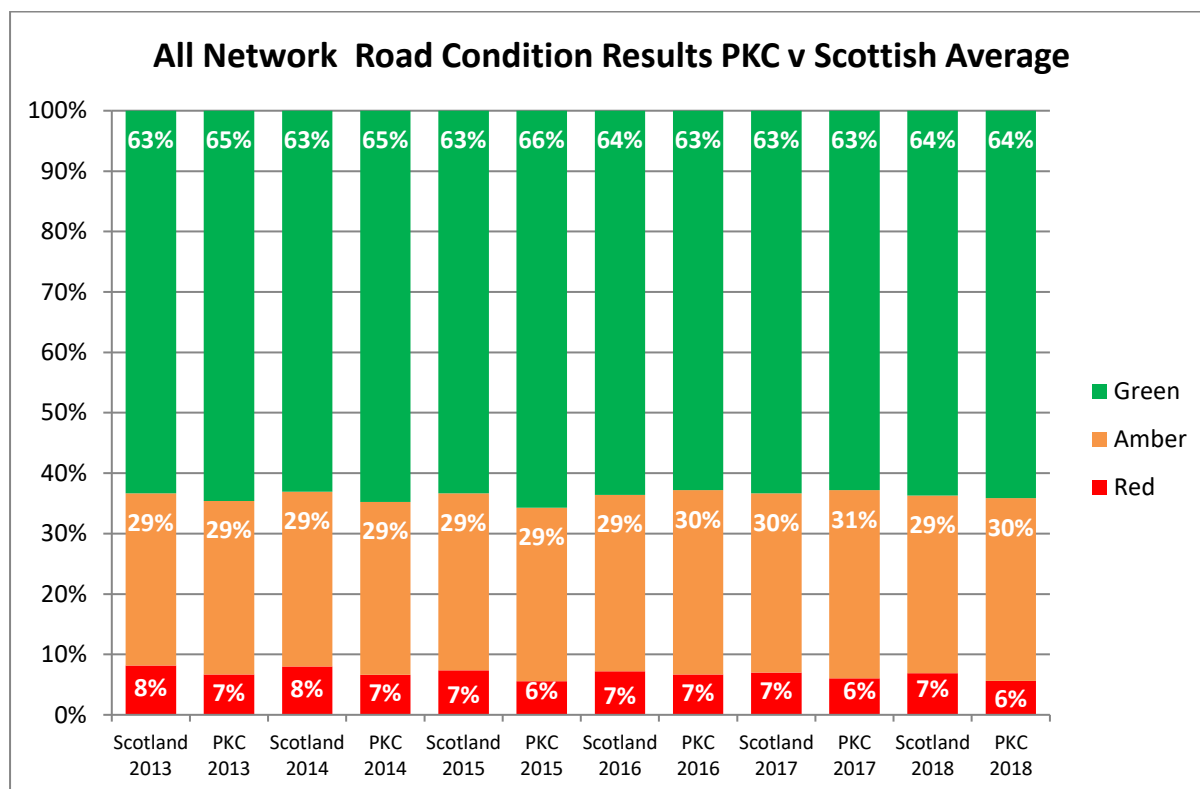


Table 2 – All Network Road Condition Results PKC v Scottish Average (percentages have been rounded up)

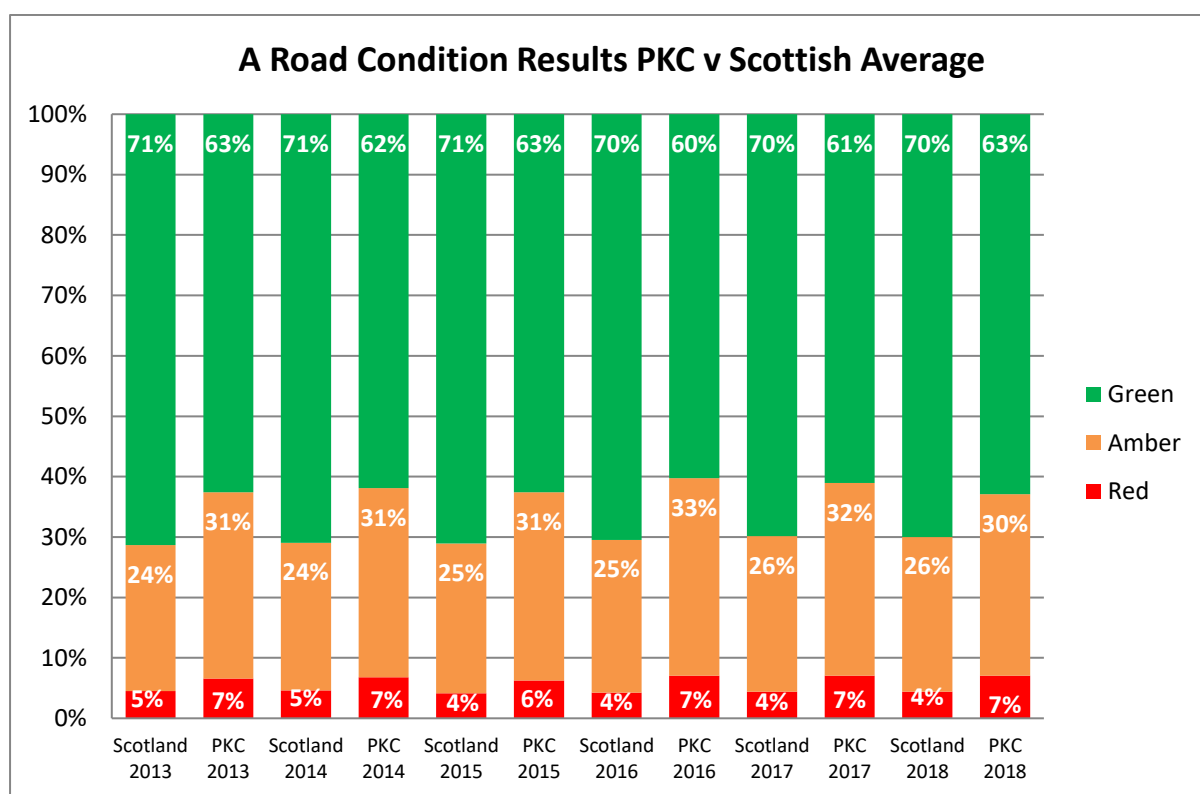


Table 3 – A Class Road Condition Results PKC v Scottish Average (percentages have been rounded up)

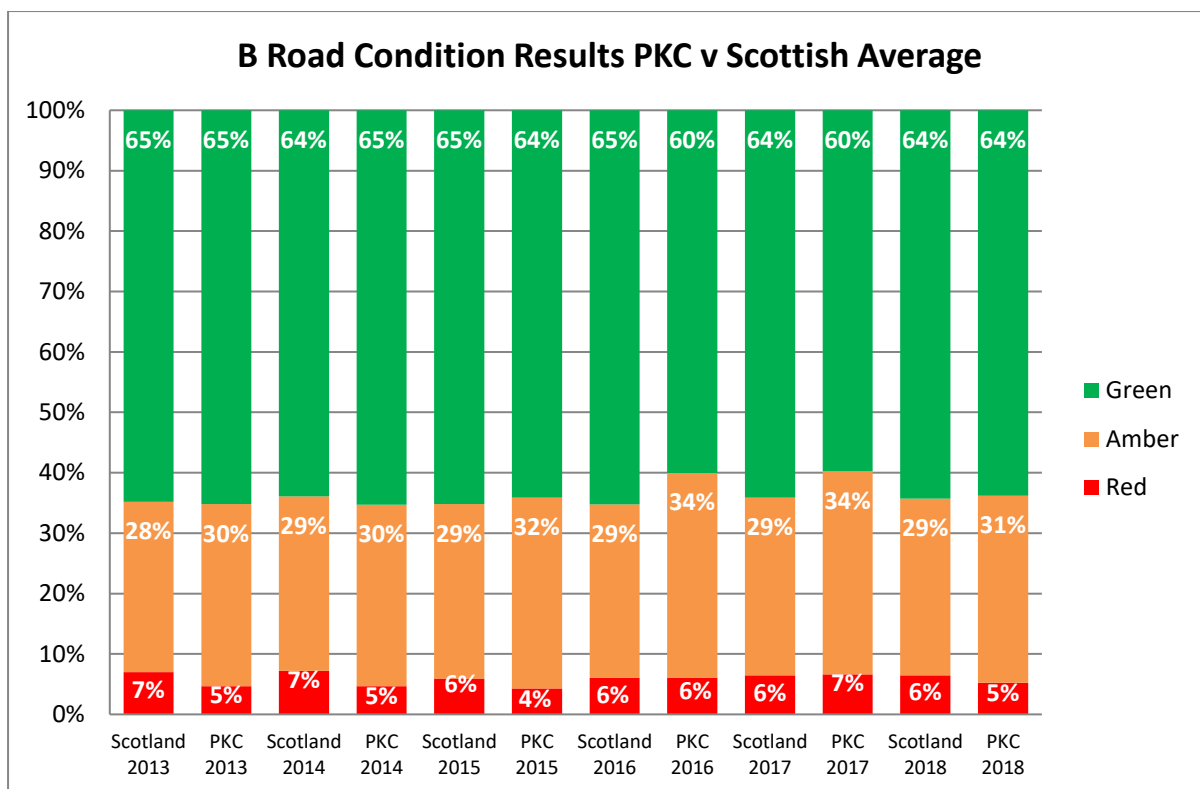


Table 4 – B Class Road Condition Results PKC v Scottish Average (percentages have been rounded up)

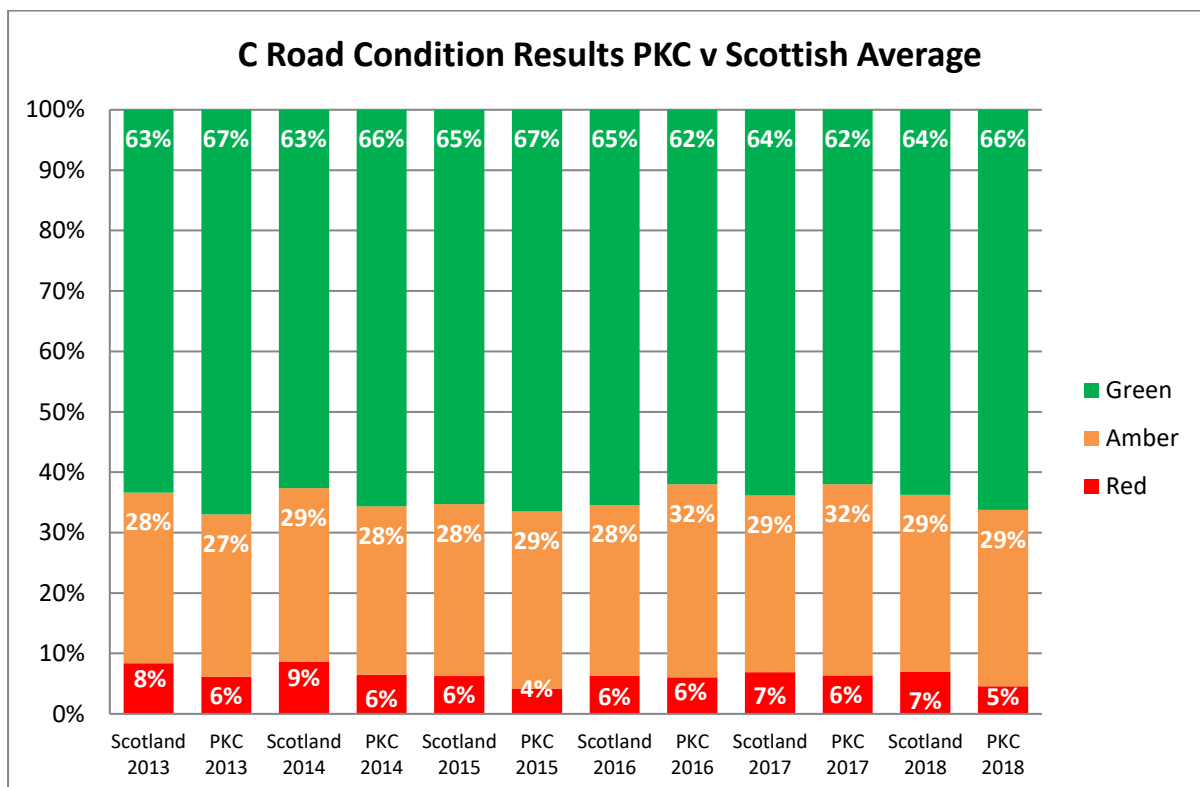
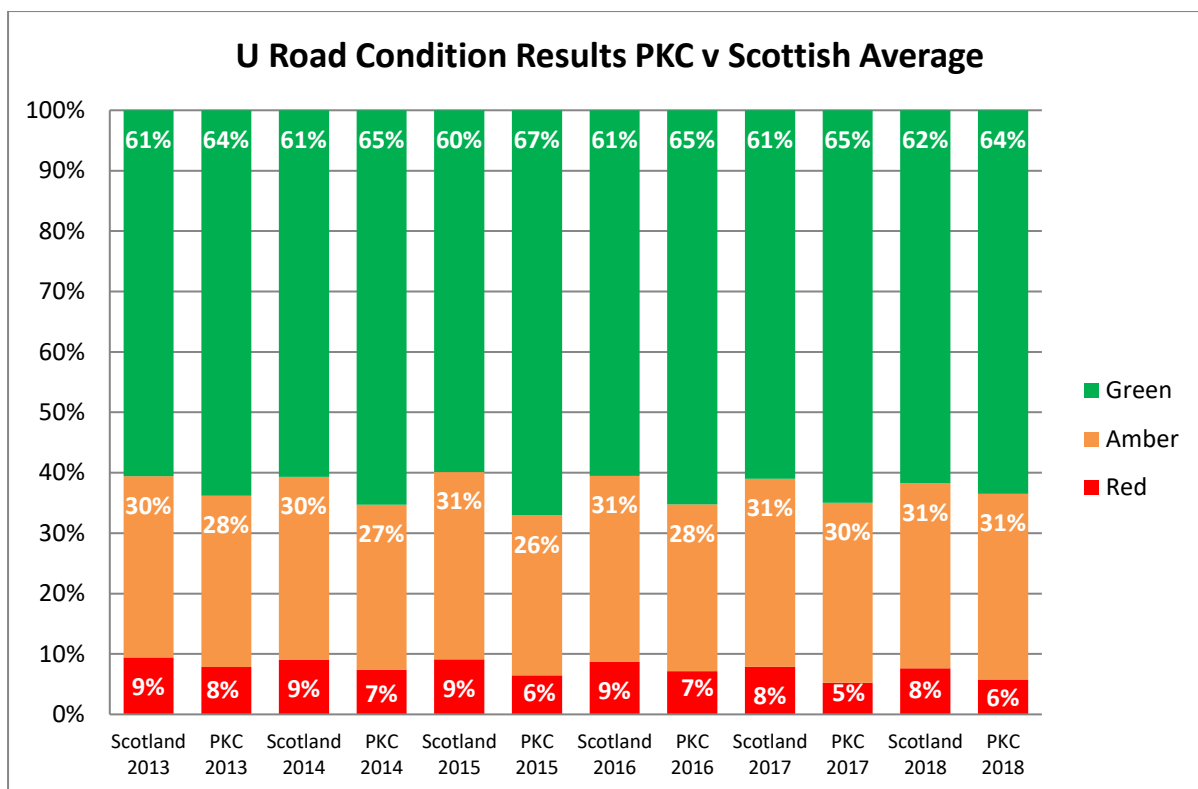


Table 5 – C Class Road Condition Results PKC v Scottish Average (percentages have been rounded up)



**Table 6 – Unclassified Road Condition Results PKC v Scottish Average (percentages have been rounded up)**



## PERTH AND KINROSS COUNCIL

### Environment and Infrastructure Committee

30 October 2019

### Greenspace Asset Annual Status Report

#### Report by Executive Director (Housing and Environment) (Report No.19/306)

This report presents a status summary of the Council's Greenspace assets based upon the latest published Scottish local authority data as at 31 March 2019. It describes the current condition of the asset; the standards achieved and provides performance indicator information.

#### 1. BACKGROUND / MAIN ISSUES

- 1.1 The role of Community Greenspace is to manage and maintain all greenspace sites within Perth & Kinross. Greenspace sites are used by most, if not all, residents of Perth & Kinross as well as businesses and visitors. They provide many benefits and make an important contribution to service delivery and the strategic aims of the Council.
- 1.2 Using current replacement rates and greenspace officers' knowledge, the estimated value of the Greenspace asset is more than £170m. This is calculated on infrastructure such as play equipment, bridges, seats, bins etc.
- 1.3 The asset management system used to record data on our Greenspace assets is Environmental Landscape Manager (ELM). The first phase of the system was successfully implemented in 2016, enabling electronic work scheduling and improved data management. Future developments including scenario planning and performance reports will allow more strategic investment decisions to be made, based on accurate Greenspace asset information.
- 1.4 The Council's Greenspace Asset Management Plan was approved by the Strategic Policy and Resource Committee on 29 November 2017 (Report No. 17/392 refers). The plan requires the publication of an annual status report to provide an update on current asset condition and performance information which is the purpose of this paper.
- 1.5 Work has been undertaken to produce an Impact Analysis for programmes across the asset base which will form part of the Capital budget discussions in the lead up to full Council in February 2020. The Impact Analysis and the annual status report will provide Elected Members with information and options around different levels of investment with associated impact and risks (positive or negative). As such an informed decision on investment can be made at a political level.

- 1.6 The report presents a status summary of the Council's Greenspace asset as at 31 March 2019, with future Capital Investment decisions for the asset programmes approved in the Greenspace Asset Management Plan. The report describes the current condition of play area equipment, and bridges and also confirms the play areas refurbishment programme for 2019/20. The figures quoted within the report are as at 31 March 2019, unless otherwise stated.

## 2. CONDITION

### Play Areas

- 2.1 The status of the greenspace asset is provided in terms of current replacement age, usage and the outputs achieved as a result of Council investment.
- 2.2 The Council's current play areas assets are defined by the hierarchy outlined in the Play Strategy (2006) which categorises plays areas into Premier, Neighbourhood, Rural and Local areas:

| Asset Type              | Quantity | No. Items of Equipment | Total Estimated Replacement Cost* |
|-------------------------|----------|------------------------|-----------------------------------|
| Premier Play Area       | 9        | 143                    | £3,150,000                        |
| Neighbourhood Play Area | 29       | 238                    | £2,320,000                        |
| Rural Play Area         | 51       | 298                    | £3,060,000                        |
| Local Play Area         | 52       | 227                    | £2,600,000                        |

Table 1 – Play Area Types and Quantities

\* Estimated replacement cost of play equipment and play area surfacing

- 2.3 Play areas are inspected on an annual basis. It is generally expected that full refurbishment would occur when the equipment and surfacing reaches 15 years old.
- 2.4 As play equipment approaches its replacement date, the greenspace team will determine whether or not to replace the asset in order to meet the standards set out in the Council's Play Strategy (2006). This is carried out on a case-by-case basis to ensure asset lives are maximised.

- 2.5 The chart below shows a breakdown of play equipment across all the Council's 141 play areas per the hierarchy and the current stage in expected life cycle for these assets.

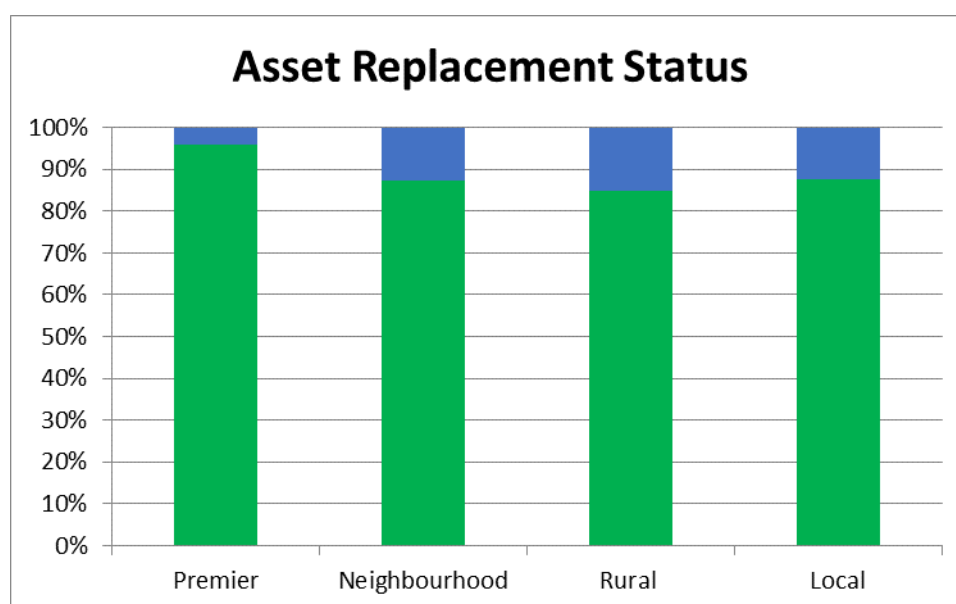


Chart 1 – Play Equipment Asset Replacement Status

|       |                                           |
|-------|-------------------------------------------|
| Green | Play equipment is not due for replacement |
| Blue  | Play equipment is due for replacement     |

- 2.6 The chart illustrates the equipment that is due for replacement based on its anticipated 15 year life span. Through a programme of systematic independent and contractor inspection, play equipment is assessed to determine which items can continue to be safely used beyond their expected replacement date. This saves unnecessary replacement costs and focuses investment on specific assets identified as life expired, while ensuring equipment is still safe.

## Bridges

- 2.7 Community Greenspace bridges are inspected on an annual basis by the infrastructure squad. It is generally expected that full replacement would occur when the bridge reaches 15 years old.
- 2.8 The chart below shows a breakdown of the condition of all 169 Community Greenspace bridges ranging from satisfactory to bridge replacement required.

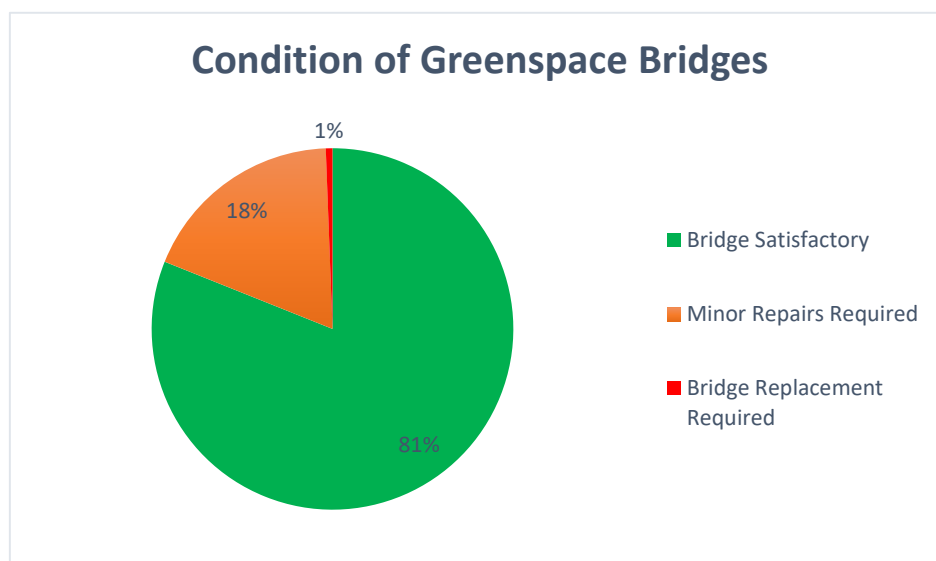


Chart 2 – Condition of Greenspace Bridges

### Performance Indicators

- 2.9 Service standards derived from The Community Greenspace Asset Management Plan reflect the previously approved funding levels for greenspace asset maintenance and represent the standards that customers can expect from the Council's Greenspace Assets during the plan period. The status of the specific greenspace assets are shown below.
- 2.10 The LAMS (Land Audit Management System) is a quality inspection system, initially developed by local authorities in Scotland and now rolled out on a UK wide basis, to monitor grounds maintenance.

| Measured By                                                                                                                                                                                                                                              |                          |               |               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------|---------------|
|                                                                                                                                                                                                                                                          | Target                   | 2017/18       | 2018/19       |
| <b>Parks and Open Spaces</b>                                                                                                                                                                                                                             |                          |               |               |
| Ensure our Parks and Open Spaces are managed and maintained in accordance with the schedules and specifications. Sample of selected sites (70) out of approximately 1500 sites inspected in accordance with Land Audit Management System (LAMS) scoring. | LAMS Score 67 or above   | LAMS Score 73 | LAMS Score 71 |
| <b>Play Areas</b>                                                                                                                                                                                                                                        |                          |               |               |
| Carry out play area maintenance and inspection by PKC Contractor                                                                                                                                                                                         | All sites every 2 months | 100%          | 100%          |

| Measured By                                                                                      |                    |         |         |
|--------------------------------------------------------------------------------------------------|--------------------|---------|---------|
|                                                                                                  | Target             | 2017/18 | 2018/19 |
| Inspected once a year by independent contractor                                                  | All sites annually | 100%    | 100%    |
| Number of play areas meeting play strategy standards                                             | 80%                | 89%     | 89%     |
| <b>Sports Pitches</b>                                                                            |                    |         |         |
| Ensure renovation works are identified and implemented on a prioritised basis                    | 90%                | 100%    | 100%    |
| <b>Bridges</b>                                                                                   |                    |         |         |
| Ensure all bridges are maintained in a safe condition for public use through a visual inspection | 2 years            | 100%    | 100%    |
| <b>Trees and Woodland</b>                                                                        |                    |         |         |
| Ensure our trees on our high use sites are inspected and appropriate work undertaken             | Every 6 months     | 100%*   | 100%*   |
| <b>Water Safety</b>                                                                              |                    |         |         |
| Ensure our watercourse sites are inspected and appropriate work undertaken                       | 100%               | 100%**  | 100%**  |

Table 2 – Greenspace Service Standards

\* Trees are inspected as part of a wider parks and open spaces inspection regime, with reactive inspections being undertaken where required.

\*\* All watercourse sites inspected and programme of works underway including works to Craigie Burn in Darnhall Park Perth.

## Revenue and Capital Investment

### Revenue

2.11 The table below shows the revenue expenditure for financial year 2017/18 and 2018/19 on greenspace assets not including staff costs. A full breakdown of the revenue expenditure is shown in Appendix 1.

- 2.12 The infrastructure expenditure covers verge cutting, play area maintenance, inspection and repairs, street weed killing, material and equipment for repair to greenspace assets, pest control, tree and roadside scrub.
- 2.13 Policy and Projects expenditure covers planned maintenance (repairs and maintenance to sites), support to the bloom campaign and path groups.
- 2.14 The Community Environment Challenge Fund (CECF) allows communities to bid for environmental improvement funding, which can link to conservation area appraisals and other regeneration initiatives.
- 2.15 Community Greenspace work in partnership with Perth & Kinross Countryside Trust (PKCT) through an annual Service Level Agreement (SLA). The SLA sets out the working relationship between the partners and the Council.

| <b>Cost Category<br/>Revenue</b>            | <b>Total<br/>Spend<br/>2017/18</b> | <b>Total<br/>Spend<br/>2018/19</b> |
|---------------------------------------------|------------------------------------|------------------------------------|
| <b>Infrastructure</b>                       | £842,904                           | £821,423                           |
| <b>Policy &amp; Projects</b>                | £412,553                           | £181,590                           |
| <b>North Inch Golf Course</b>               | £111,974                           | £17,486                            |
| <b>Grounds Maintenance Operations</b>       | £79,824                            | £76,717                            |
| <b>Community Environment Challenge Fund</b> | £95,848                            | £70,564                            |
| <b>North Muirton Play Areas</b>             | £216,639                           | £6,509                             |
| <b>Communities</b>                          | £40,885                            | £45,109                            |
| <b>Community Greenspace Management</b>      | £30,000                            | £30,000                            |
| <b>Nursery</b>                              | £2,115                             | £71,703                            |
| <b>Total Net Expenditure</b>                | £1,832,742                         | £1,321,101                         |

Table 3 – Greenspace Investment Revenue

### **Progress and Issues**

- 2.16 Due to the 2013 reduction in funding for shrub bed maintenance, many shrub beds are now over mature with insufficient resources to maintain them to satisfactory levels.

- 2.17 In 2018/19, a shrub rationalisation trial was carried out in Fergusson Park, Davie Park Place in Rattray and Western Edge in Perth. The trial was a great success amongst residents, with the majority of areas being grassed and selective appropriate replanting carried out. A combination of contractors, operations, horticultural squad and community payback worked together to achieve this outcome. Based on the expenditure of the trial and the total area of these shrub beds across the area, (108,189m<sup>2</sup>) we estimate that a total of £2,437,862 would be required to grass over two thirds of the beds and plant more appropriate species for maintenance in the remainder of the shrub areas. This would ensure good quality, safe and welcoming open spaces and allow the planting of areas that cannot be grass cut. Community Greenspace will continue with this activity incrementally using current available budgets, and staffing.
- 2.18 Extensive repair works were carried out to the pond at Norie Miller Park in support of the Light Nights event to showcase the park. There was a pump fitted in the Tay and a sensor fitted in the lower pond. Further improvement works to improve the electrics and on the cascade have been identified for 2019.
- 2.19 There were pitch improvement works carried out at Primrose Park, Auchterarder. These works were carried out in conjunction with the community to improve the condition of the pitch.
- 2.20 2018/19 was a very positive year for North Inch Golf Course, with further increases in usage. The detail of this can be found in the specific report to the Environment and Infrastructure Committee of 30 October 2019 (Report No. 19/313).
- 2.21 The Community Environment Challenge Fund (CECF) allows communities to bid for environmental improvement funding, which can link to conservation area appraisals and other regeneration initiatives. The CECF has supported 7 new projects in 2018/19 ([Report No. 19/136](#) refers), with the total cost of these 7 projects amounting to approximately £0.522M.
- 2.22 It is essential that we maximise the opportunities to work in partnership with our communities on the maintenance and improvement of greenspace assets. For 2018/19, approximately 26,552 volunteer hours were recorded across Perth & Kinross on Greenspace sites. Communities we support also levered in £1,045,780 of external funding to support projects on greenspaces (community gardens, path upgrades, park upgrades).
- 2.23 The transition of nursery services from the Shaw Trust in late 2017 to the Council and managed as Westbank Enterprises, was fully completed for 2018/19. Some of the discretionary budget that was previously included in the management agreement with the Shaw Trust, has now been included in the Community Greenspace budget and is reflected in the changes in expenditure shown in table 3 above.

- 2.24 Community greenspace work in partnership with Perth & Kinross Countryside Trust (PKCT) through an annual Service Level Agreement (SLA). The SLA sets out the working relationship between the partners and the Council currently provides £30,000 of core funding, office accommodation, IT support and access to pool cars, which helps the Trust deliver an agreed annual work plan. The Community Greenspace Manager is the monitoring officer for the SLA, attending quarterly board meetings and receiving updates on progress with the annual work plan and the Trust's financial position. The Trust's annual work plan for 2019/20 is included in the SLA. Projects completed in 2018/19 include:
- support for the CATERAN Ecomuseum application to the Heritage Lottery Fund.
  - promotion of the Perthshire Big Tree Country sites with a focus on restorative planting on 4 sites.
  - support for the International Perthshire Conifer Conservation Programme (PCCP formerly iCONic) in partnership with the Royal Botanic Garden Edinburgh and Forestry Commission Scotland including seed collection, tree planting and monitoring.
  - support for the Forestry Commission Scotland's National Tree Collections of Scotland (NTCS) programme including improving the website, leaflets and developing site management plans.
  - managing and promoting the CATERAN Trail including signage upgrades and supporting the CATERAN Yomp.
  - phase 3 upgrade of the Provost's Walk in Auchterarder to multi-user standards.
  - development of a 'story path' at Innerpeffer Library.
  - undertaking route surveys for the River Tay Way long distance route from Kenmore to Perth and implementing an upgrade of the section at Dunkeld House Hotel in partnership with Sustrans.
- 2.25 Westbank Horticultural squad have issued 864 floral hanging baskets, 82 of which were for business customers. They have also been improving high profile sites such as Rodney Gardens to help support the Bloom campaign with success in the Beautiful Scotland Awards:
- Abernethy in Bloom - Silver
  - Blairgowrie and Rattray in Bloom - Gold
  - Brig In Bloom - Gold and Best Village in Scotland
  - Coupar Angus Pride of Place - Gold
  - Crook and Drum - Bronze
  - Kinnesswood in Bloom - Silver Gilt
  - Coupar Angus, Crichton Laing Court residents – Silver Gilt
- 2.26 Perth was awarded a gold medal, category winner, and the Parks and Greenspaces trophy for Riverside Park, and was nominated to compete in the 2019 Champion of Champions (one of only 5 communities in the whole of the UK to reach that level of achievement).

2.27 The team working between community greenspace, horticultural and infrastructure squads, operations and community payback was a significant factor in the successes of our communities in achieving these national awards.

2.28 In 2018/19, there were 144 Greenspace events, generating £35,713 income with £8,463 being spent to reinstate damage.

### Capital

2.29 The following table shows the capital expenditure on Greenspace assets for financial year 2018/19:

|                |                                                   | 2018/19<br>Spend | 2018/19<br>Output                                                                                                                                                                                                                                                                                                    |
|----------------|---------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Capital</b> | Play Areas – Improvements Implementation Strategy | £640,000         | Design and Site Works at Acharn, Grandtully, Innerleithen, Perth(Mathieson Drive), Almondbank (Kirkhall), Blairgowrie (Ardblair Terr), Coupar Angus (Sidlaw Terr), Friarton Park, Blackford Park, Westfield Common, Pitlochry (Tom na Moan), Forgandenny, Kinross Green Park, Invergowrie, Pitlochry (MacRosty Park) |
|                | Third Party Contributions                         | (£128,000)       | £16,000 revenue contribution<br>£25,000 Blackford Improvement Group<br>£65,000 Friends of McRosty<br>£22,000 Section 75                                                                                                                                                                                              |
|                | Countryside Sites                                 | £4,000           | Design Work                                                                                                                                                                                                                                                                                                          |
|                | Small Parks                                       | £12,000          | Bell Park Culvert, Shrub Upgrades at Rattray and Western Edge, Norie Miller                                                                                                                                                                                                                                          |

|                              |                                     | <b>2018/19<br/>Spend</b> | <b>2018/19<br/>Output</b>                                             |
|------------------------------|-------------------------------------|--------------------------|-----------------------------------------------------------------------|
|                              |                                     |                          | Pump Installation                                                     |
|                              | Community Greenspace Bridges        | £50,000                  | Rumbling Bridge, Glen Lednock, Perth Golf Course, Cuttle Burn Culvert |
|                              | Core Path Implementation            | £62,000                  | Crieff to Comrie                                                      |
|                              | Third Party Contributions           | (£48,000)                | Sustrans                                                              |
|                              | Pitlochry Recreation Park – Phase 2 | £4,000                   | Additional Works to Ramped Access                                     |
|                              | Alyth Environmental Improvements    | £418,000                 | Site Works at Alyth Town Square                                       |
|                              | Third Party Contributions           | £38,000                  | £20,000 Revenue Contribution<br>£18,000 Alyth Development Trust       |
|                              | Premier Parks                       | £27,000                  | Kirkgate Park Path Upgrades                                           |
|                              | The Knock                           | £9,000                   | Design Work                                                           |
|                              | Kinnoull Hill                       | £9,000                   | Design Work                                                           |
|                              | Countryside Access                  | £8,000                   | Installation of Gates on Core Paths and Obstruction Removal           |
| <b>Total Net Expenditure</b> |                                     | <b>£1,029,000</b>        |                                                                       |

Table 4 – Greenspace Investment Capital

## **Progress and Issues**

### **Play Areas**

- 2.30 The play areas replacement works programme for 2018/19 included continuing with the programme and implementing postponed works from the previous year, which had been generated as a result of shortages in available contractors.

### **Cemeteries**

- 2.31 A number of cemeteries received stone path upgrades in 2018/19, based on a prioritised list. Infrastructure improvements were also carried out in the overspill car park at Perth Crematorium at a cost of £0.280m.
- 2.32 Bereavement services plan to carry out road repair works to Jeanfield Cemetery in 2019/20.
- 2.33 Work is required to repair road paths and carry out upgrades within cemeteries amounting to 7,289m<sup>2</sup> with an estimated cost of £0.365m which is currently unbudgeted.
- 2.34 A prioritised list of wall repairs within cemeteries has been compiled based on inspections carried out by Property Services and will be progressed in the coming year.

### **Bridges**

- 2.35 Greenspace currently maintain 169 bridges with adoptions increasing this number year on year. The current replacement programme allows for replacing on average 5 bridges per year. Costs are reduced by utilising in-house resources to control quality and design.

## **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1. The overall condition of the greenspace assets continues to be maintained within the funding levels available. The future developments in the greenspace asset management system, Environmental Landscape Manager (ELM), will allow more strategic decisions to be made on investment.
- 3.2 This report forms the second annual status report for the greenspace asset and a further report will be submitted in November 2020.
- 3.3 It is recommended that the Committee:
- (i) notes the contents of the report.
  - (ii) requests the Executive Director (Housing and Environment) to continue to submit an annual report on the performance of, and investment in, the Council's Greenspace Assets in accordance with the approved Asset Management Plan, including benchmarking information.

**Authors**

| <b>Name</b>   | <b>Designation</b>                 | <b>Contact Details</b>                        |
|---------------|------------------------------------|-----------------------------------------------|
| Gregor Walker | Corporate Asset Management Officer | 01738 475000<br>HECommitteeReports@pkc.gov.uk |
| Andy Clegg    | Community Greenspace Team Leader   | 01738 475000<br>HECommitteeReports@pkc.gov.uk |

**Approved**

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

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

- 1.1 This section should set out how the proposals relate to the delivery of the Perth and Kinross Community Plan in terms of the following priorities:

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

#### Corporate Plan

- 1.2 This section should set out how the proposals relate to the achievement of the Council's Corporate Plan Priorities:

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

## **2. Resource Implications**

### Financial

- 2.1 There are no direct financial or resource implications arising from this report. Financial requirements for Greenspace maintenance and replacement will be addressed through the Environment Service Budget setting and monitoring process.

### Workforce

- 2.2 No workforce implication are directly associated with this report.

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

- 2.3 This report is the Greenspace Asset Annual Status Report.

## **3. Assessments**

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. 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

- 3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.3 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

- 3.4 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.
- 3.5 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### Legal and Governance

- 3.6 No direct legal implications within this report.

### Risk

- 3.7 There is a risk to the public and reputational/legal risk to the Council if our Greenspaces are not maintained.

## **4. Consultation**

### Internal

- 4.1 Community Greenspace, Housing Environment Accounting Team, Finance and Resources Manager, the Head of Environmental and Consumer Services, the Head of Democratic Services and the Head of Legal & Governance have all been consulted in the preparation of this report.

### External

- 4.2 No external communication took place.

## **5. Communication**

- 5.1 None.

## **2. BACKGROUND PAPERS**

- 2.1 There are no background papers with this report.

## **3. APPENDICES**

- 3.1 Appendix 1 – Revenue expenditure as at 31 March 2019.



## APPENDIX 1

**Revenue Expenditure as at 31 March 2019**

|                       | <b>Cost Category<br/>Revenue</b>    | <b>2018/19<br/>Spend</b> | <b>2018/19<br/>Output</b>                                                                                                           |
|-----------------------|-------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>Infrastructure</b> | Materials                           | £9,760                   | Materials for infrastructure squad                                                                                                  |
|                       | Play Area Maintenance               | £61,319                  | 199 instructions issued on 99 play area sites (eg. replacement of items of equipment following inspections)                         |
|                       | External works                      | £75,383                  | Range of works with partners including School Grounds Maintenance and Community Pitch Maintenance                                   |
|                       | Sports Pitches (Artificial Pitches) | £70,699                  | Maintenance of artificial sports pitches                                                                                            |
|                       | Play Contract                       | £231,106                 | Inspections and routine maintenance (every 2 months) on all 141 play area sites                                                     |
|                       | Verges                              | £107,661                 | Annual cut on 1926km road verges<br>A Class – 405km<br>B Class – 336km<br>C Class – 575km<br>U Class – 594km<br>Within 30mph – 16km |

|                              | Cost Category Revenue        | 2018/19 Spend   | 2018/19 Output                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------|------------------------------|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                              | Scrub & Tree Contract        | £204,469        | <p>Rolling prioritised programme of tree works – based on risk assessments and service requests. (Funding is only available to allow this contract to operate 3 days per week)</p> <p>Includes one off additional revenue funding allocated to increase the amount of planned maintenance works undertaken by the current term contractor</p> <p>Maintenance of trees and vegetation to prevent encroachment on roadside and signs.</p> |
|                              | Street Weed killing          | £42,586         | Programme of spraying on hard surfaces in all towns and villages                                                                                                                                                                                                                                                                                                                                                                        |
|                              | Pest Control                 | £18,440         | Reactive calls on parks and open spaces                                                                                                                                                                                                                                                                                                                                                                                                 |
|                              | <b>Total Expenditure</b>     | <b>£821,423</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Policy &amp; Projects</b> | Repairs & Maintenance Ground | £128,341        | Path groups communities (£4,850)                                                                                                                                                                                                                                                                                                                                                                                                        |
|                              |                              |                 | Equipment for communities to carry out repairs eg. Turf to remove bedding bed in Muthill, and Crieff, path repairs at Balmanno Park, Lade works at MacRosty Park, noticeboard for Friends of Scone Park, contribution to BMX project                                                                                                                                                                                                    |

|                                                | Cost Category<br>Revenue           | 2018/19<br>Spend | 2018/19<br>Output                                                                                                                                                                                                                                                                                                     |
|------------------------------------------------|------------------------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                |                                    |                  | in Rattray and numerous other small jobs (£25,000)                                                                                                                                                                                                                                                                    |
|                                                |                                    |                  | Equipment Purchases (£1,041)                                                                                                                                                                                                                                                                                          |
|                                                |                                    |                  | General parks repair maintenance and materials                                                                                                                                                                                                                                                                        |
|                                                | Play Areas                         | £52,929          | Power washed MUGAs, cleaned tennis courts at Longforgan, cleaned variety of sand carpets, contribution to capital £16k, replaced trampoline, replaced surfacing and plinths, supplied embankment slide, number of parts for cableways, replaced basket swings at various sites, replaced climbing frame at Potterhill |
|                                                | Internal Works                     | £320             | Various works undertaken on behalf of other PKC services and recharged                                                                                                                                                                                                                                                |
|                                                | <b>Total Expenditure</b>           | <b>£181,590</b>  |                                                                                                                                                                                                                                                                                                                       |
| <b>North Inch<br/>Golf Course</b>              | Payments to Private Contractors    | £17,486          | Various maintenance works on site                                                                                                                                                                                                                                                                                     |
|                                                | <b>Total Expenditure</b>           | <b>£17,486</b>   |                                                                                                                                                                                                                                                                                                                       |
| <b>Grounds<br/>Maintenance<br/>Operations</b>  | <b>Total Expenditure</b>           | <b>£76,717</b>   | Materials & Chemicals (£23,974)<br>Payments to Private Contractors (£52,743)                                                                                                                                                                                                                                          |
| <b>Community<br/>Environment<br/>Challenge</b> | Payments to voluntary associations | £70,564          | 7 voluntary groups                                                                                                                                                                                                                                                                                                    |

|                                     | Cost Category<br>Revenue | 2018/19<br>Spend  | 2018/19<br>Output                                                                           |
|-------------------------------------|--------------------------|-------------------|---------------------------------------------------------------------------------------------|
| <b>Fund</b>                         | <b>Total Expenditure</b> | <b>£70,564</b>    |                                                                                             |
| <b>North Muirton<br/>Play Areas</b> |                          | £6,509            | Refurbishment of North Muirton Play Area                                                    |
|                                     | <b>Total Expenditure</b> | <b>£6,509</b>     |                                                                                             |
| <b>Communities</b>                  |                          | £45,109           | Equipment Purchases (£6,753)<br>Materials (£4,796)<br>Seeds, Plants & Fertilisers (£33,560) |
|                                     | <b>Total Expenditure</b> | <b>£45,109</b>    |                                                                                             |
| <b>CG<br/>Management</b>            | Countryside Trust Grant  | £30,000           | Service level agreement                                                                     |
|                                     | <b>Total Expenditure</b> | <b>£30,000</b>    |                                                                                             |
|                                     | Chemicals                | £1,206            |                                                                                             |
|                                     | Materials                | £11,966           |                                                                                             |
|                                     | Seeds                    | £48,090           |                                                                                             |
|                                     | Third Party Payments     | £10,441           | Distribution of baskets (£4,003)<br>Watering of Perth and Landward Baskets (£6,438)         |
|                                     | <b>Total Expenditure</b> | <b>£71,703</b>    |                                                                                             |
| <b>Total Expenditure</b>            |                          | <b>£1,321,101</b> |                                                                                             |

# PERTH AND KINROSS COUNCIL

## ENVIRONMENT AND INFRASTRUCTURE COMMITTEE

30 October 2019

### ANNUAL PLANNING ENFORCEMENT REPORT 2018/19

**Report by Executive Director (Housing & Environment) (Report No. 19/307)**

This report analyses performance within the Planning Enforcement function of the Planning Service for the year 2018/19. In addition, examples of service improvement and best practice developed and undertaken within the team are highlighted. It also seeks Committee approval for the future reporting of performance.

#### 1. BACKGROUND / MAIN ISSUES

- 1.1 The sixth Scrutiny Committee Review considered Planning Enforcement and made recommendations for changes that would deliver measureable improvements. The final report concluding the review was approved by the Scrutiny Committee on 21 September 2016 ([Report Number 16/397](#) refers).
- 1.2 Recommendation 3 of the Scrutiny Review specifically identified the establishment of an Annual Planning Enforcement Report, as a means to periodically report the work of the Planning Enforcement team over the preceding year.
- 1.3 Scrutiny Committee concluded the Sixth Scrutiny Review of Planning Enforcement on 12 September 2018 ([Report Number 18/290](#) refers) with the submission of the planning report to the Environment & Infrastructure Committee.
- 1.4 The first annual report for 2017/18 was presented to Environment and Infrastructure on 7 November 2018 ([report number 18/361](#)). Committee endorsed that report and agreed that a further report should be brought forward to report on performance for 2018/19.
- 1.5 This report will have the dual benefits of showing the value of the work of the Council's Planning Enforcement officers, and publicising this work. This is through highlighting current work patterns and performance against both national and Council set indicators, as well as undertaking comparison with previous years' performance to identify any emerging trends. It also sets out what action is required to address specific areas of performance and provides analysis of variations across Council wards.

## 2. PLANNING ENFORCEMENT PERFORMANCE

### Planning Enforcement Performance 2018/19

- 2.1 Enforcement activity performance is reported biannually to the Scottish Government through the 'Planning Authority Performance Statistics' returns. This is a process where performance of the Council as Planning Authority is measured against nationally set criteria or 'national headline indicators'. These statistics are, in turn, published cumulatively by the Scottish Government for annual performance statistics. The annual [Planning Performance Statistics for 2018/19](#) (1 April 2018 to 31 March 2019) were published by the Scottish Government (SG) on 23 July 2019.
- 2.2 Performance for enforcement activity is also reported annually through the [Planning Performance Framework \(PPF\)](#). The PPF for 2018/19 was submitted to the Scottish Government for approval on 31 July 2019. While performance is based on the criteria similar to those in the Government's statistics, the PPF does include additional metrics.
- 2.3 Performance for Perth and Kinross for this period was reported in the PPF. For 2018/19 this highlights that:
- 'Cases Taken Up' (341), being recorded enquiries; and the 'Number of Cases Closed' (414), which include cases opened in previous years but closed in the reporting year, indicating the efforts to address 'legacy cases'.
  - of the cases closed, that 141 saw no further action taken, as it was not considered proportionate or necessary to do so.
  - Conversely, where efforts to address breaches were not addressed within reasonable timescales and the 'planning harm' was such that it was appropriate and proportionate to do so, direct action was taken in 2 instances.

### Planning Enforcement Performance 2014/15-2018/19

- 2.4 The data below in Figure 1 sets out core enforcement activity over the last four reporting years:

Figure 1: Enforcement Activity 2014/15 to 2018/19

| Enforcement Activity         | 2018/19 | 2017/18 | 2016/17 | 2015/16 | 2014/15 |
|------------------------------|---------|---------|---------|---------|---------|
| Cases Taken Up               | 341     | 316     | 296     | 296     | 361     |
| Number of Cases Closed       | 414     | 366     | 274     | 269     | 298     |
| Number of breaches resolved  | 261     | 149     | 251     | 167     | 212     |
| Notices Served               | 32      | 27      | 32      | 23      | 37      |
| Reports to Procurator Fiscal | 1*      | 0       | 0       | 0       | 0       |

| Enforcement Activity | 2018/19 | 2017/18 | 2016/17 | 2015/16 | 2014/15 |
|----------------------|---------|---------|---------|---------|---------|
| Prosecutions         | 0       | 0       | 0       | 0       | 0       |

Source: 2018/19; 2017/18; 2016/17; 2015/16; and 2014/15 PPF and SG Annual Planning Performance Statistics

\*Will be reported in 2019/20 statistics

### Planning Enforcement Annual Trends 2014/15-2018/19

- 2.5 The data for the last five years (shown in Figure 1 above) identifies relative consistency in the number of cases taken up, with the number of cases for 2018/19 (341) closer to the peak of 2014/15 (361) than the preceding three years.
- 2.6 The number of formal notices served, under powers available within the Town and Country Planning (Scotland) Act 1997 or the Town and Country Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, have a similar correlation to the case numbers. Activity for serving notices peaked in 2014/15 and increased slightly in 2018/19 compared to 2017/18. This is reflective of ongoing effort to utilise formal powers more robustly, where it is appropriate.
- 2.7 Significantly, one planning offence was reported to the Procurator Fiscal (PF) last year. This concerned the unauthorised demolition of a listed building in Ward 8 – Kinross-shire and was the first such action by the Council in several years. The prosecution was successful; with both parties pleading guilty of the criminal offence and each received a Court imposed fine of £500. This was one of only three cases reported by Planning Authorities to the PF nationally in 2018/19, reflecting the rarity of this course of action.
- 2.8 Direct action involves the Council stepping in to enforce the terms of notices where the individual/company has failed to comply with a notice. Such action was undertaken by the Council on two occasions in 2018/19. The first of these cases secured compliance with a High Hedge Notice in Ward 6 – Strathearn. The second case secured compliance with an Enforcement Notice in Ward 3 – Blairgowrie and Glens, to remove an extensive area of unauthorised development. A third case for direct action in Ward 4 – Highland, concerning the failure to comply with an Amenity Notice, was in process. However, it was ultimately not necessary to proceed, as this threat was sufficient for the developer to undertake the required works.
- 2.9 A priority for action identified in 2017/18 was to reduce historic backlogs of 'legacy' cases while maintaining performance on new cases. Performance in this regard is measured by calculating throughput; which is the proportion of cases closed in a given year, calculated by dividing the number of cases closed against the number of cases received. Throughput is represented as a percentage. Figure 2 below illustrates the throughput of enforcement cases in Perth and Kinross for the last five years. The national average is also indicated for benchmarking purposes.

Figure 2: Throughput of Cases 2014/15 – 2018/19

| Year    | Throughput of Cases |                         |
|---------|---------------------|-------------------------|
|         | Perth & Kinross     | National Average (mean) |
| 2018/19 | 120.8%              | 92.1%                   |
| 2017/18 | 117.0%              | 93.0%                   |
| 2016/17 | 84.8%               | 96.5%                   |
| 2015/16 | 56.4%               | 87.3%                   |
| 2014/15 | 58.7%               | 86.5%                   |

Source: 2014/15-2018/19 Annual Planning Performance Statistics

- 2.10 The upwards trend in throughput remains evident over these years. In particular, this action was effective in 2017/18 with a throughput of 117% (with 366 cases closed that year against 316 taken up). A further increase in productivity was achieved in 2018/19; with a new peak of 120.8% (412 closed/341 opened). This can be attributed to an evolving focus on the enforcement function, revised procedures, and additional resources.
- 2.11 This throughput focus will remain for 2019/20, to maintaining a positive performance, with at least a 100% throughput to keep pace with cases arising. This will be assisted by general improvements put in place since 2017 (as outlined in the 2017/18 report). It is therefore expected that performance will stabilise going forward, and compare favourably with the national average.

### Planning Enforcement Charter

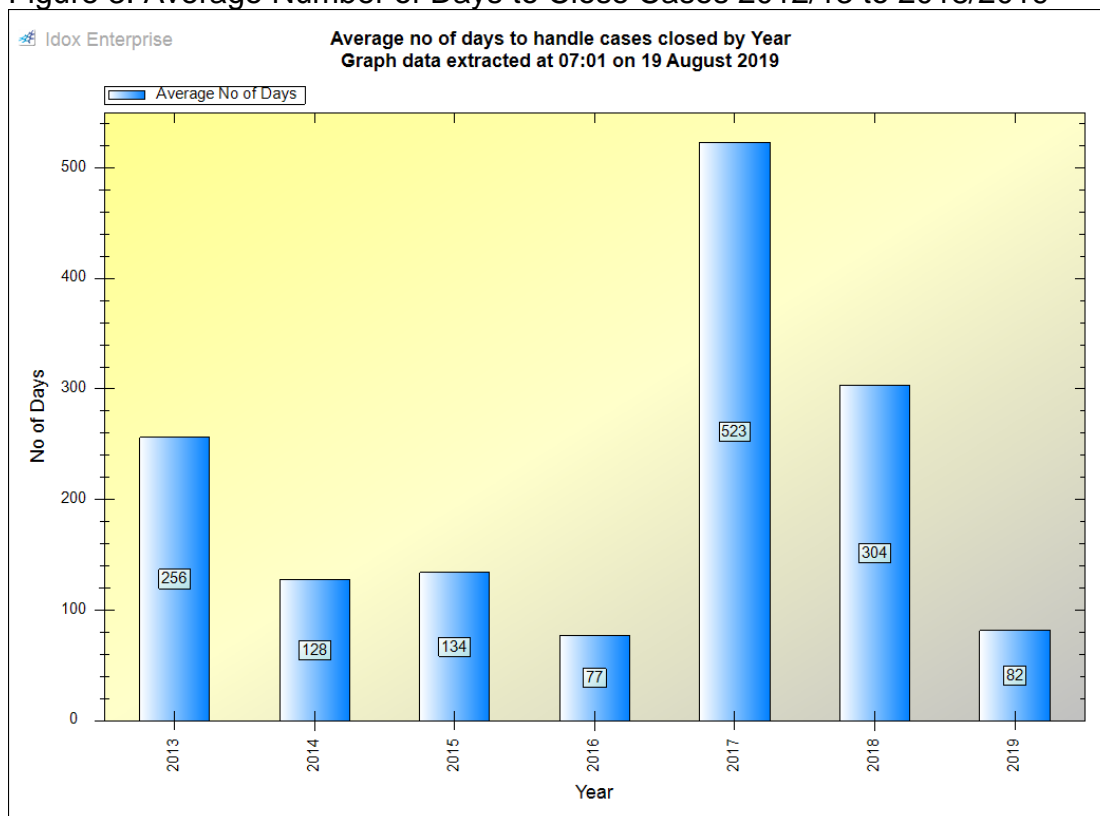
- 2.12 The Council, as Planning Authority, has a statutory obligation under Section 158A of the Town and Country Planning (Scotland) Act 1997 (as amended) to prepare and renew a Planning Enforcement Charter every two years. A new Planning Enforcement Charter was approved by Environment and Infrastructure Committee on 23 January 2019 ([report 19/17](#)). The [Planning Enforcement Charter](#) was then subsequently published.
- 2.13 The core objectives and priorities of the previous Charter were largely carried forward in 2019 Charter. The new Charter re-emphasises our enforcement priorities and refines our approach to planning enforcement, putting stakeholders at the centre of the process and focussing on how we will communicate effectively with them.
- 2.14 The Charter explains the role of the Council and how our enforcement process works to guide the stakeholder through the process by:
- identifying what constitutes a breach of planning control;
  - how to report suspected breaches to us;
  - explains possible informal and formal action that should be taken;
  - our process for investigating reported breaches; and
  - how we will act on breaches to secure compliance or a conclusion to the case, if appropriate.

- 2.15 While all observations of suspected breaches reported to the Council will be investigated, and proactive monitoring of planning conditions and obligations will be undertaken, the Council has set priorities for enforcement where they are linked to significant breaches. These include significant environmental impacts; public safety; damage to listed buildings and breaches related to major applications.
- 2.16 Four broad commitments to provide an effective public service through Customer Standards were set out in the previous Charter. To improve communication and provide better engagement with stakeholders, the revised Planning Enforcement Charter sets out seven new 'Service Standards' covering key stages of the process. This provides customers with certainty on what they can expect and when. Officers are operating under these new standards.
- 2.17 Forthcoming legislative changes will amend the remit of enforcement charters. These changes are explained in more detail in the legislative changes paragraph 2.41 below.

### **Performance Analysis**

- 2.18 To complement the objectives of the Scrutiny Review, a number of performance analysis tools have been developed internally, within the case management system used. These provide further insight into trends, performance and assist in allocating resources. A number of these are explained below.
- 2.19 A core objective, as set in the Charter and the [Scottish Government's Planning Circular 10/2009: Planning Enforcement](#), is to identify breaches and, where appropriate, resolve them as quickly as possible. Figure 3 illustrates the average number of days taken for the closure of enforcement cases over the last 6 reporting years (and part of the current year).

Figure 3: Average Number of Days to Close Cases 2012/13 to 2018/2019



- 2.20 A general trend of a reducing average handling time for cases was evident between 2012/13 and 2015/16. The significant spike for increased handling times during 2016/17 (523 days) was discussed in last year's report. Having cleared a significant backlog of cases in 2016/17, the full-year performance for 2017/18 improved to 304 days (including cases closed after the interim year figures were published in the 2017/18 performance report). Again, this figure includes the conclusion of a number of long-running cases, particularly for major planning applications and projects subject of Environmental Impact Assessment (EIA). Whilst this reduction is welcomed, it remains significantly higher than the objectives of our current service standards. The focus is therefore to continue with the improvement journey as an ongoing process, with the ultimate aim to operate more efficiently and focus on priority cases as identified in the Planning Enforcement Charter. The interim performance for 2019/20 of 82 days is reflective of this effort.

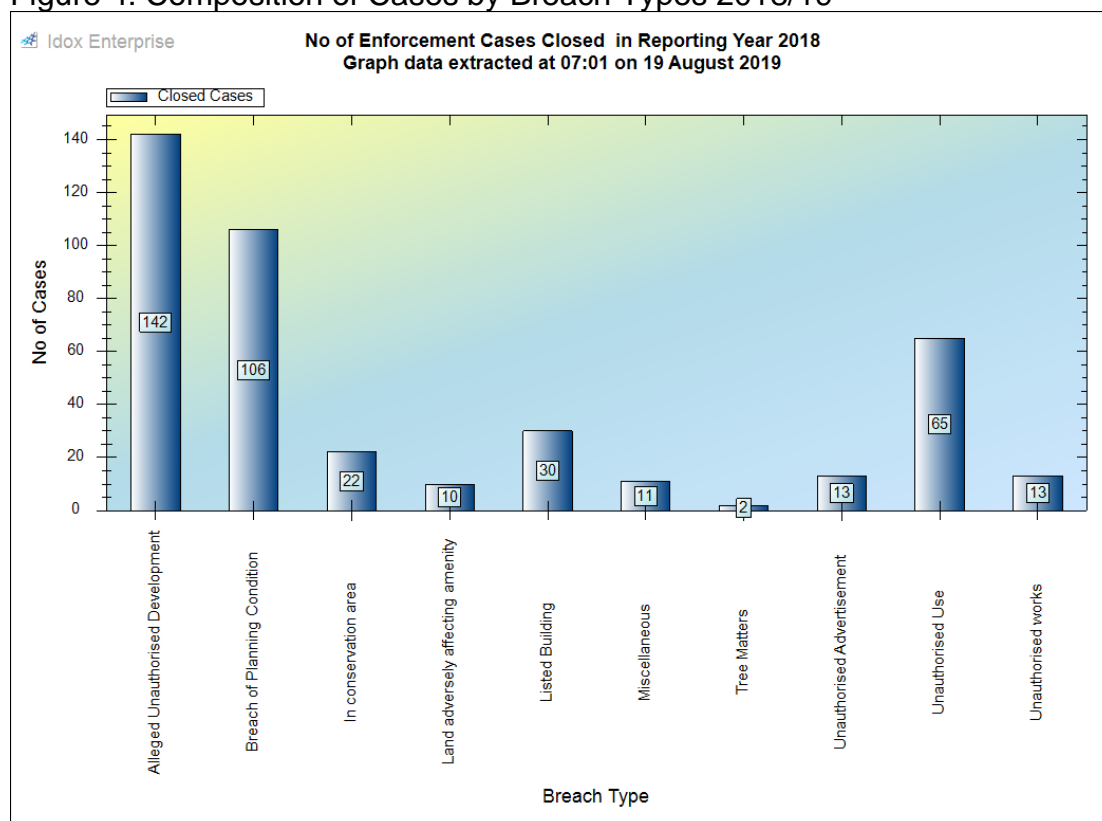
### General Case Composition and Trends

- 2.21 The composition of cases by type of breach recorded is illustrated by Figure 4 (below). This figure illustrates a degree of correlation with those reported for 2017/18. It is again evident that unauthorised development represents the most common type, at just over one third of all cases at 34.3% (142 of 414 cases) - which is identical to 2017/18. The second largest case grouping, at 30.9%, is for breaches of planning conditions, relating to development with permission but where there might be non-compliance with conditions. This is an increase from the 2017/18 figures (25.1%). For suspected unauthorised

uses of land or buildings, instances where there might be no valid permission or consent being in place for a new use, the total of 15.7% of cases correlates very closely with 2017/18 (15.9%). Collectively, these cases remain the core of investigations undertaken, accounting for 80.9% of cases.

- 2.22 While smaller in number, other case types are no less significant in terms of the public interest in the breach and the time required resolving the cases. As an example, 52 cases (12.5%) involved possible breaches relating to built heritage - with 22 in Conservation Areas and 30 for works to listed buildings. This is more than double the number of such case from 2017/18; which were 10 and 14 respectively. These cases are a priority for action within the Charter and, to an extent, reflect active monitoring in this regard.
- 2.23 It is highlighted that one enforcement case can cover more than one breach (or type of breaches); these are recorded against the category of breach that is determined to be most appropriate or is the most significant breach type. For example, while there are only 2 cases under the new category of 'Tree Matters', this is solely for breaches about trees. A number of investigations relating to trees would be addressed as a possible breach of planning condition for trees/landscaping or other case types.

Figure 4: Composition of Cases by Breach Types 2018/19

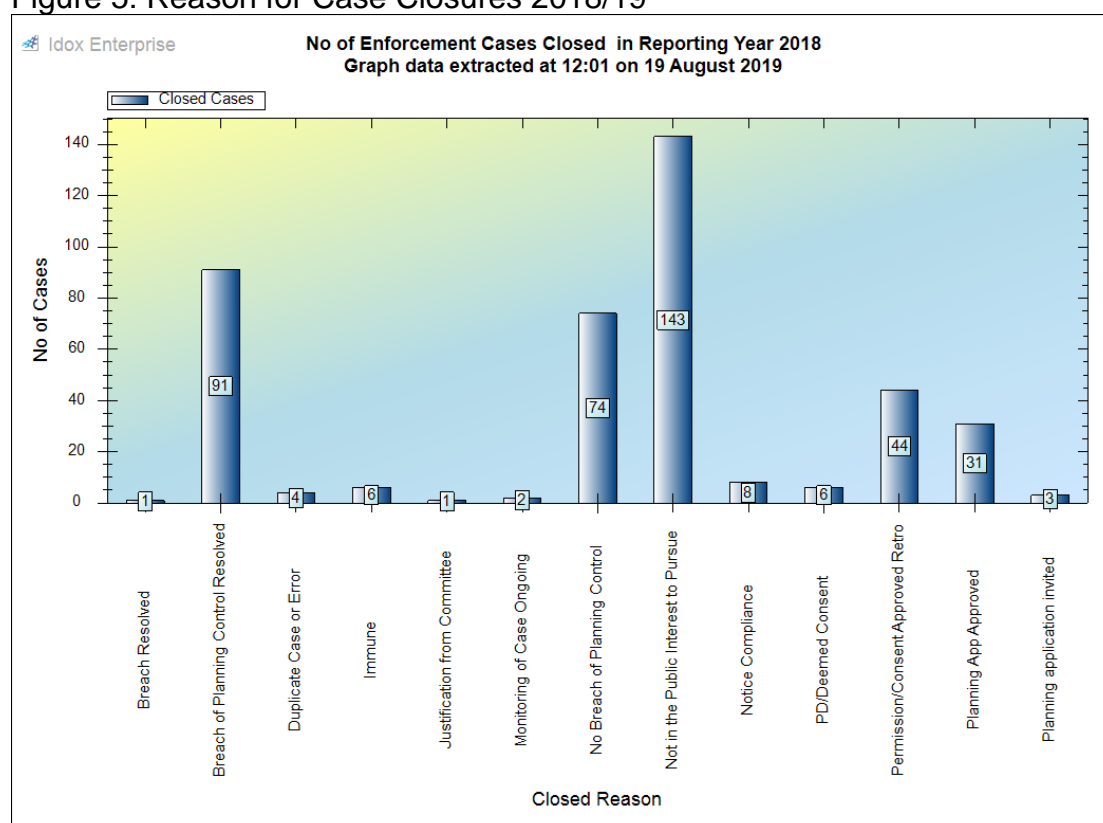


- 2.24 The annual report for 2017/18 (Paras 2.25-2.26 of [report number 18/361](#)) advised that new means to monitor performance and activity were being developed. This included a new category of breach type being added (Tree Matters, as discussed above) and recording the reason(s) as to why a case

was closed and what action was taken. In the respect of the latter, this has assisted in demonstrating the effectiveness of our enforcement systems and provided certainty to stakeholders and allowed resources to be managed effectively. These changes were implemented in the last year.

- 2.25 In total 281 of the 414 (67.9%) cases reported saw breaches of planning control confirmed. The majority of these (279 or 67.4%) are recorded under the three main categories – Not in the Public Interest to Pursue; Breach of Planning Control Resolved and Permission Approved Retrospectively.
- 2.26 Where a breach exists, a various courses of action that can be taken, see Figure 5 below. It should be noted that not all breaches are formally actioned, as impacts may not be considered significant, such that it is proportionate and/or necessary to take enforcement action. This balancing reflects the discretion for a Planning Authority to determine whether or not to take action. This discretion and proportionate use of powers is encouraged in the [Planning Circular 10/2009: Planning Enforcement](#) and further clarified in our [Enforcement Charter](#). Where we seek to exercise our options we will do so responsibly, through focusing on our priorities and managing expectations for minor breaches.

Figure 5: Reason for Case Closures 2018/19



## Ward Case Comparison and Trends

### General Analysis

- 2.27 To assist resource planning, an analysis of the geography of enforcement cases has been undertaken. This is expressed in Figure 6, where caseload is separated by Council Ward<sup>1</sup>. This analysis does illustrate significant statistics; 75 cases (equating to 18.1% of all cases) were reported in Ward 8 – Kinross-shire while approximately only 9% of the population of Perth and Kinross live in this ward. This is a slight reduction of the proportion of cases in Ward 8 in 2017/18 (20.6%). Similarly, there were 47 cases in Ward 5 – Strathtay, a 4.6% increase from 2017/18, to a total of 11.4% of cases against a 6.0% share of the population. These have respectively, have, just over and just under double the amount of enforcement cases to population share.
- 2.28 Figure 7 provides a full breakdown for the proportion of enforcement cases by ward. This table also highlights the changes in the proportion of cases compared to those reported in 2017/18. Again, the population is provided for each ward for comparative purposes.

Figure 6: Geography of Cases by Council Ward 2018/19

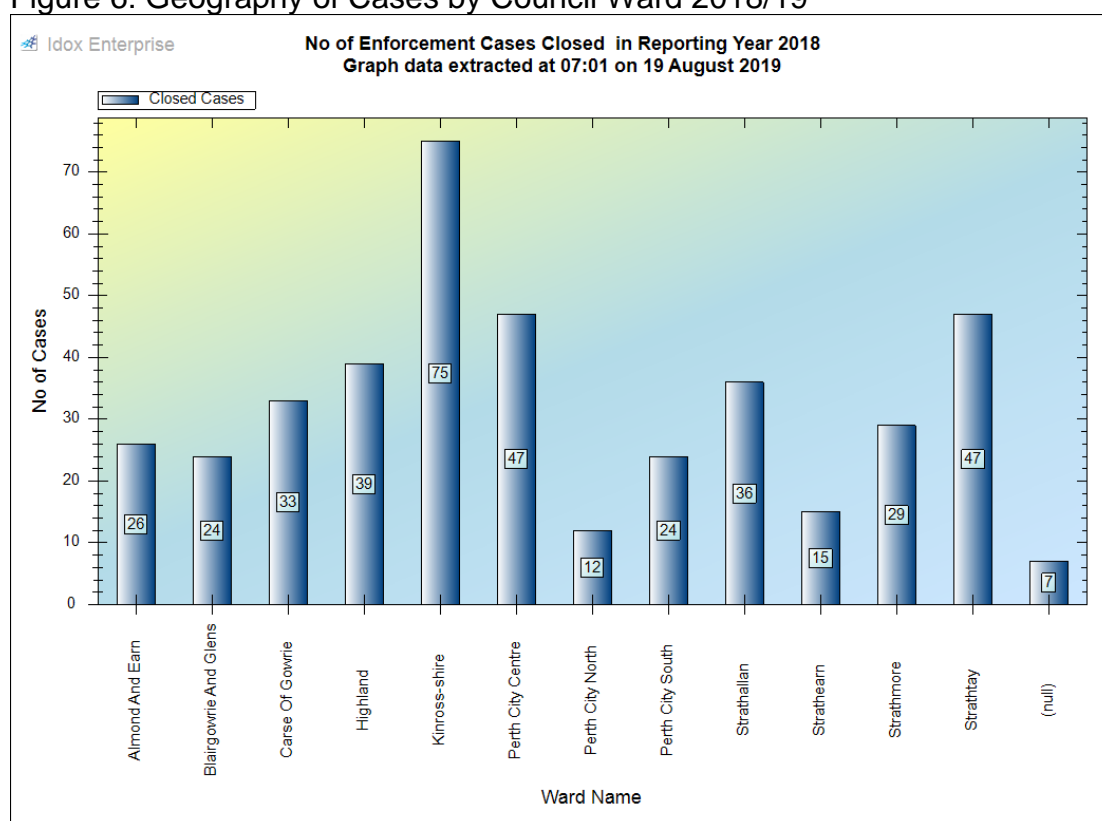


Figure 7: Proportion of Cases by Council Ward 2018/19

| Ward | 2018/19 | 2017/18 | Annual | Population |
|------|---------|---------|--------|------------|
|------|---------|---------|--------|------------|

<sup>1</sup> As noted in **Figure 6**, 7 cases, which represents a 1.7% share of the total, omitted to record a ward or were cases that covered more than one ward.

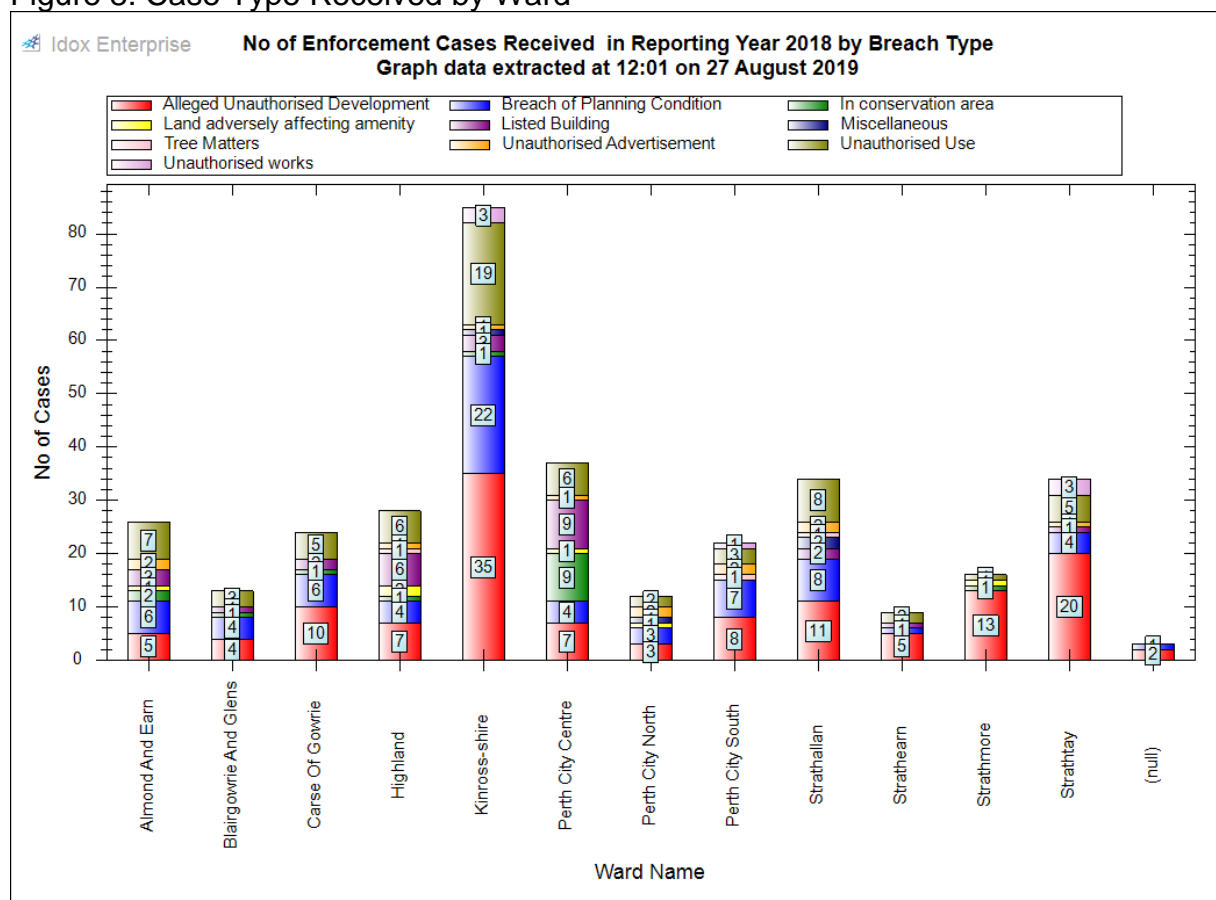
|                                    | Cases | Cases | Change |       |
|------------------------------------|-------|-------|--------|-------|
| Ward 1 – Carse of Gowrie           | 8.0%  | 9.2%  | -1.2%  | 7.0%  |
| Ward 2 – Strathmore                | 7.0%  | 5.3%  | +1.7%  | 10.0% |
| Ward 3 – Blairgowrie and the Glens | 5.8%  | 5.0%  | +0.8   | 8.0%  |
| Ward 4 – Highland                  | 9.4%  | 10.0% | -0.6%  | 6.0%  |
| Ward 5 – Strathtay                 | 11.4% | 6.7%  | +4.7%  | 6.0%  |
| Ward 6 – Strathearn                | 3.6%  | 2.8%  | +1.2%  | 7.0%  |
| Ward 7 – Strathallan               | 8.7%  | 9.5%  | -0.8%  | 7.0%  |
| Ward 8 – Kinross-shire             | 18.1% | 20.6% | -2.5%  | 9.0%  |
| Ward 9 – Almond and Earn           | 6.3%  | 8.1%  | -1.8%  | 8.0%  |
| Ward 10 – Perth City South         | 5.8%  | 4.7%  | +1.1%  | 9.0%  |
| Ward 11 – Perth City North         | 2.9%  | 4.2%  | -1.3%  | 11.0% |
| Ward 12 – Perth City Centre        | 11.4% | 9.8%  | +1.6%  | 11.0% |

- 2.29 When considering all the wards that are characterised as being rural in nature (Wards 1-9) there is generally a reasonable degree of correlation between the proportion of enforcement cases compared to the population. However, the variance is wider when compared to 2017/18. This ranges from Ward 6 – Strathearn having the lowest share of cases (lower by 3.4%) to Ward 4 – Strathtay being highest (higher by 5.4%). Ward 1 – Carse of Gowrie is the closest to parity (higher by only 1.0%).

### Further Ward Analysis

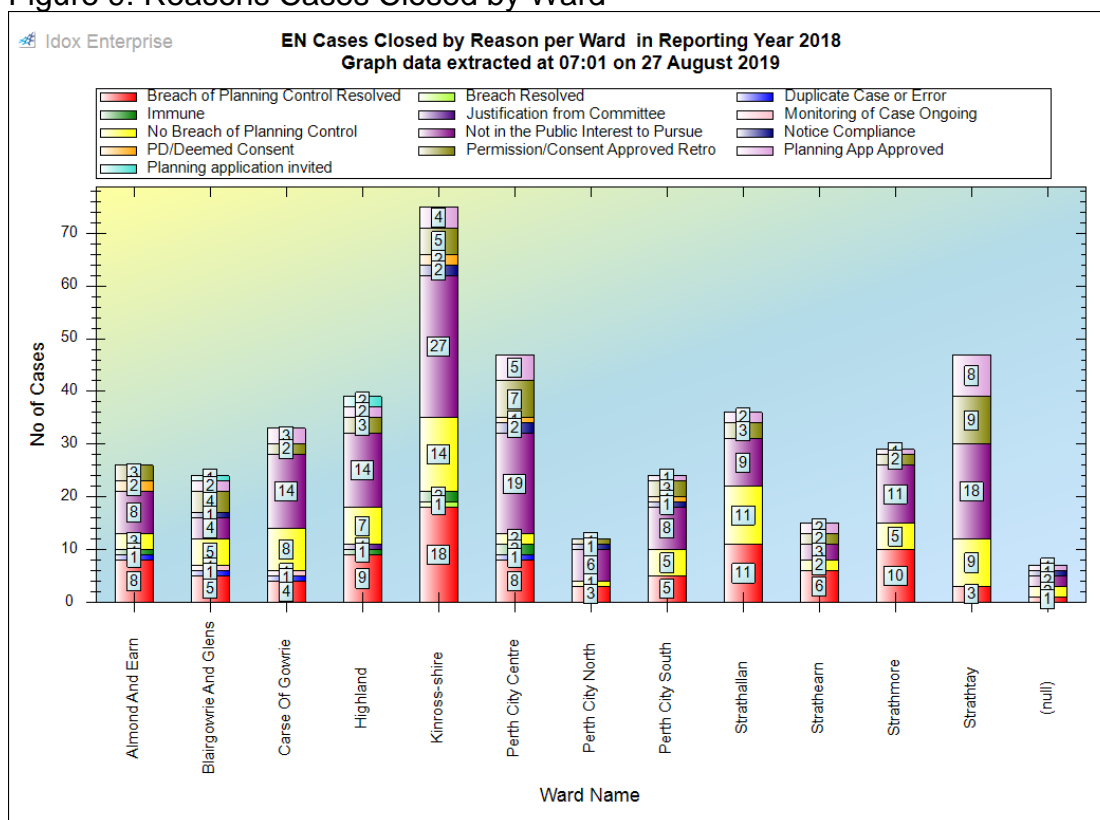
- 2.30 An outcome from the 2017/18 Annual Planning Enforcement Report was to provide greater detail and comparison of enforcement activity on a ward basis. Further analysis has, therefore, been undertaken to provide greater understanding of the circumstances for each ward. This information also allows comparison between wards and identifies variation from the average figures for PKC. This information is set out in Figures 8-10 below.
- 2.31 Figure 8 provides information on the case types received in each ward. This provides information of the type of cases reported as suspected breaches on a ward basis, in more detail than Figure 4: Composition of Cases by Breach Types 2018/19, for PKC as a whole.

Figure 8: Case Type Received by Ward



2.32 Figure 9 illustrates the reasons why enforcement cases in each ward were closed, which covers all closing decision types.

Figure 9: Reasons Cases Closed by Ward



2.33 Figure 10 provides a closer insight in to the information in Figure 9. The three key outcomes for enforcement cases of No Breach, No Public Interest and Breach Resolved have been selected to enable comparison between wards<sup>2</sup> and, in turn, how activity in each ward compares to the PKC average.

Figure 10: Ward Comparison by Key Outcomes

| Ward                               | No Breach | No Public Interest | Breach Resolved |
|------------------------------------|-----------|--------------------|-----------------|
| PKC Average                        | 27.5%     | 34.1%              | 33.8%           |
| Ward 1 – Carse of Gowrie           | 33.3%     | 42.4%              | 18.2%           |
| Ward 2 – Strathmore                | 20.7%     | 37.9%              | 41.4%           |
| Ward 3 – Blairgowrie and the Glens | 29.2%     | 16.7%              | 41.7%           |
| Ward 4 – Highland                  | 25.6%     | 35.9%              | 30.8%           |
| Ward 5 – Strathtay                 | 36.2%     | 38.3%              | 25.5%           |
| Ward 6 – Strathearn                | 26.7%     | 20.0%              | 53.3%           |
| Ward 7 – Strathallan               | 36.1%     | 25.0%              | 38.9%           |
| Ward 8 – Kinross-shire             | 29.3%     | 36.0%              | 33.3%           |
| Ward 9 – Almond and Earn           | 23.1%     | 30.8%              | 46.2%           |
| Ward 10 – Perth City South         | 29.2%     | 33.3%              | 37.5%           |
| Ward 11 – Perth City North         | 8.3%      | 50.0%              | 41.7%           |

<sup>2</sup> The relevant closure reasons have been grouped together to form these categories – which include multiple reasons for No Breach and Breach Resolved.

| Ward                        | No Breach | No Public Interest | Breach Resolved |
|-----------------------------|-----------|--------------------|-----------------|
| Ward 12 – Perth City Centre | 21.3%     | 40.4%              | 36.2%           |

### **Service Improvements – New Performance Analysis and Customer Service Tools**

- 2.34 [Report 19/17](#) (Para 2.6) identified opportunities to improve accessibility for reporting breaches through developing and introducing a new means of reporting suspected breaches through an online form. This was also a Service Improvement Action within the 2017/18 PPF. In addition, it was agreed to introduce 'Closing Reports' as a priority area for action; with reports accessible to the public via the [Online Planning System](#).

### **Report a Breach Form**

- 2.35 A new [Breach of Planning Control Form](#) was launched on the [Council's MyPKC](#) portal on 31 January 2019. This form allows customers to report suspected breaches directly to our dedicated email mailbox ([PlanningEnforcement@pkc.gov.uk](mailto:PlanningEnforcement@pkc.gov.uk)) where they are actioned by officers. It also better ensures that the information necessary to investigate potential breaches effectively is captured first time. To maximise stakeholder use, links to the form are publicised on the [Planning Enforcement page](#) on the Council's website and links to the form are embedded throughout the Charter. The form is also being used by the Council's Customer Service Centre to report breaches received. Collectively, this has encouraged a digital channel shift from reports from telephone and letter communication; with 34 of the total of the 58 reported breaches (58.6%) received in the nine week period from launch to 31 March 2019 being through the new form. In the 2019/20 year to date (up to 30 August 2019), 80 of 176 cases (45.5%) were received through the new form. In the interest of maximising efficiency, we will continue to promote and monitor this area to increase usage of the form.

### **Closing Reports**

- 2.36 Our new Service Standards 3 and 5 within the Planning Enforcement Charter Report relate to targets for when cases will be closed (at 20 or 40 days respectively). Each standard advises that we will explain to customers why we have come to our decision with a case, through the preparation of a 'Closing Report'. These reports will be made available to the public. The reports were launched in mid-February 2019. The development of the report was in conjunction with a new requirement for enforcement decisions to be countersigned by a senior officer, which is confirmed in the report. An example of a closing Report is provided at Appendix 1. Unfortunately, there have been unforeseen technical delays with making the reports accessible via the Online Planning System. The technology to address this issue has been ordered and its implementation is anticipated to be later in 2019. In the meantime, however, at the point of closing, both the observer and the developer are provided with an electronic copy of the report.

## Future Monitoring Improvements

### Monitoring Service Standards

- 2.37 Monitoring of the new Charter service standards is being undertaken through a new suite of project management and performance monitoring tools which have been developed within our case management system. This is undertaken through tasks being automatically flagged to the case officer for each case, requiring specific action to be completed at key stages. These tasks are now in place as set out in Figure 11 below.

Figure 11: Monitoring Tasks – Customer Service Standards:

| <b>Monitoring Tasks – Customer Service Standards:</b>                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Service Standard 1:</b> Register breach report and send acknowledgement to the customer within 5 working days.                        |
| <b>Service Standard 2:</b> Undertake and initial site visit (if required) within 15 working days.                                        |
| <b>Service Standard 3:</b> Provide follow-up response to customer within 20 days advising of the conclusion and/or progress of the case. |
| <b>Service Standard 5:</b> To conclude the case within 40 days or to provide and update and proposed course of action.                   |
| <b>Service Standard 6:</b> Where it is considered expedient to issue an enforcement notice, to do so within 3 months (90 days).          |

- 2.38 These tasks have been live since March 2019. Given the small sample of cases for the reporting year 2018/19, statistics on performance would not be reliable as a measurement. It is proposed, however, to provide performance against these tasks for the 2019/20 Annual Planning Enforcement Report.

### Enforcement Notice Appeals

- 2.39 Where an enforcement notice is served, the developer can, in most cases, submit an appeal to the Scottish Ministers. Most enforcement appeals are delegated to a Reporter within the [Scottish Government's Planning and Environmental Appeals Division \(DPEA\)](#) to determine. Officers defend notices served in such appeals to uphold the objective of the notice which seeks to remedy a breach of planning control because it was determined that it was in the public interest to take formal enforcement action. Reporters determined 8 enforcement appeals in this period (6 Enforcement Notices, 1 Advertisement Enforcement Notice and 1 Listed Building Enforcement Notice). The results of these appeals were:
- 5 appeals dismissed (with the notices we served taking effect);
  - 2 appeals allowed in part (these were both for the same site – the notice was varied only in respect of time for compliance); and

- 1 appeal was allowed (and the notice withdrawn).
- 2.40 In summary, 7 of the 8 appeals (87.5%) were defended and the steps to remedy the planning breaches were capable of being enforced. This compares with 4 of 6 appeals (66.7%) being successfully defended in 2017/18.

### **Legislative Framework**

- 2.41 [The Planning \(Scotland\) Act 2019](#) received Royal Assent on 25 July 2019. The Act will now be progressed, including where required secondary legislation, with a view to being largely enacted by early 2021. With respect to planning enforcement, Sections 42-44 are relevant.
- 2.42 Section 42 increases the level of possible fines as penalties for planning offences:
- for not responding to a Planning Contravention Notices (PCNs) from £1,000 to £5,000;
  - making a false or misleading response to a PCN from £5,000 to £10,000;
  - offence for non-compliance with an Enforcement Notice from £20,000 to £50,000;
  - offence for non-compliance with an Enforcement Notice (which has an effect with subsequent development) from £5,000 to £10,000;
  - contravention of a Stop Notice from £20,000 to £50,000;
  - offence for non-compliance with a Temporary Stop Notice from £20,000 to £50,000;
  - offence for non-compliance with a Breach of Condition Notice from £1,000 to £5,000; and
  - offence for non-compliance with an Advertisement Enforcement Notice from £1,000 to £5,000.
- 2.43 Section 43 introduces increased liability for interested parties for expenses under enforcement notices. The existing provisions allowed for expenses to be recovered from anyone who was at the time of the notice being served as owner or lessee. The new provisions extend such liability to any person who subsequently becomes an owner of the land affected by the notice.
- 2.44 This section also introduces new powers for the Planning Authority to act as a “charging body” to make a charging order, which is registered against the land register, to recover any expenses that are reasonably incurred by us when taking enforcement action. There are associated provisions for payments being made under a charging order, the form of an order and how an order can be discharged. These provisions can only be applied to notices and associated expenses once the 2019 Act comes in to force.
- 2.45 Section 44 of the Act will extend the remit of enforcement charters to include details of how the authority monitors compliance of planning permissions for major developments, how this monitoring work is recorded and how the information is made available to the public.

- 2.46 PKC already has an Enforcement Officer who exclusively and proactively deals with the monitoring of such permissions and this activity is recorded. We are therefore well placed to meet these new requirements; nevertheless duties and working practices will be reviewed. The monitoring activities will be reflected in the next review of our Planning Enforcement Charter by January 2021 (at the latest). This will also be addressed in future Annual Planning Enforcement reports.

### **Good Practice**

- 2.47 A key objective of the annual performance report was to highlight the breadth of work and instances of good practice within the Enforcement Team. This provides an opportunity to provide a qualitative analysis that is not reflected in the performance statistics.
- 2.48 A case study has been selected to illustrate innovation and good practice within Planning Enforcement and is included in Appendix 2. This example was also reported nationally within the Planning Authority's [PPF for 2018/19](#) (which was submitted to the Scottish Government on 31 July 2019). This was one of a total of 10 planning case studies included in the PPF, which specifically related to planning enforcement as a key driver.
- 2.49 The introduction of both the Report a Breach form on MyPKC and Closing Reports for all enforcement cases are not statutory requirements, nor were these specific actions borne out of the Scrutiny Review of Planning Enforcement. Nevertheless, these developments represent a proactive effort to enhance the quality of the service for the customer and the enhancement of transparency and trust in planning generally. As such, these are also considered to represent good practice.

## **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 Planning Enforcement evidence demonstrates that this is a well-functioning service. While this is a discretionary service, it is recognised that much valuable work is done within the team to contribute to the Council's corporate objectives. The breadth of this work was more extensive than initially appreciated and the scope, and indeed limitations, of the legislative framework, was acknowledged in the Scrutiny Committee Review.
- 3.2 This report has analysed performance within Planning Enforcement and identified areas of good or leading practice within the field. The report continues to address the objectives of recommendation 3 of the Scrutiny Review.
- 3.3 The statistics discussed in Section 2, as reported to the Scottish Government and the Council's PPF, provide a quantitative basis for assessing performance. These illustrate that the service continues to operate well and compares favourably to performance across the country. Furthermore, the service is improving in areas. New measures for assessing performance and enhancing processes have been implemented internally and these are

assisting to analyse performance and efficiency in order to achieve further improvements in performance and customer service. Further service and monitoring improvements are planned to enhance the operation of the team further. Preparations are also being made to address future legislative changes and the new duties this will require of the Planning Authority.

3.4 Examples of good practice are provided in this report in terms of service improvements within the team. Further, the case study provided in Appendix 2 demonstrates an excellent example of the wider function and performance of the team being actively involved in delivering improvements at a national level. These examples illustrate leading practice within the field and clearly demonstrate commitment within the team for a strong, yet balanced, enforcement function that best serves the public interest.

3.5 It is recommended that Committee:

- (i) approve this Annual Planning Enforcement Report for 2018/19; and
- (ii) requests the Executive Director (Housing and Environment) to bring forward a further report following publication of the annual performance statistics for 2019/20.

#### Author

| Name        | Designation                                      | Contact Details                                                                                  |
|-------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Jamie Scott | Team Leader (Major Applications and Enforcement) | 01738 475000<br><a href="mailto:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation                                | Date            |
|----------------|--------------------------------------------|-----------------|
| Barbara Renton | Executive Director (Housing & Environment) | 17 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>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>None</b>       |
| External                                            | <b>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 This report supports the delivery of the strategic objectives within the Community Plan / Single Outcome Agreement 2013-23 in terms of the following principles:

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

#### Corporate Plan

- 1.2 This report contributes to the achievement of the following the Corporate Plan Priorities:

- (i) Promoting a prosperous, inclusive and sustainable economy; and
- (ii) 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 There are no implications arising from this report.

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

- 2.3 There are no implications arising from this report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Following an assessment using the Integrated Appraisal Toolkit, it has been determined that the proposal is **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

- 3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. No further action is required as the subject of this report does not qualify as a PPS as defined by the Act and is therefore exempt.

### Sustainability

- 3.3 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. 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.

- 3.4 There are no sustainability implications of the report under this legislation.

### Legal and Governance

- 3.5 There are no implications arising from the report.

### Risk

- 3.6 There are no risks associated with the report.

#### **4. Consultation**

##### Internal

4.1 None.

##### External

4.2 None.

#### **5. Communication**

5.1 None.

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

2.1 Guide to Scrutiny at Perth and Kinross Council 2014 (report 14/261).

2.2 Sixth Scrutiny Review: Planning Enforcement (report 15/550).

2.3 Annual Planning Enforcement Report 2017/18 (report 18/361).

#### **3. APPENDICES**

3.1 Appendix 1 – Example Closing Report.

3.2 Appendix 2 – Example of Good Practice: Case Study.

# Planning Enforcement Closing Report



**PERTH &  
KINROSS  
COUNCIL**

|                                       |                                        |
|---------------------------------------|----------------------------------------|
| <b>Case Reference Number</b>          | 19/00137/UNAUSE                        |
| <b>Description of Possible Breach</b> | Running a car sales business from home |
| <b>Date Observation Received</b>      | 15 May 2019                            |
| <b>Address/Location</b>               | [REDACTED]                             |
| <b>Ward</b>                           | Strathtay                              |
| <b>Case Officer</b>                   | MB                                     |

## Approach to Planning Enforcement

Perth & Kinross Council endeavours to resolve breaches of planning control where possible, through either informal or formal means to remedy the breach. The use of enforcement action is; however, a discretionary power and the Council is not required to take any particular action and may decide, in some cases, that not taking action is justified.

In determining whether it is expedient to take formal action, the Council must have regard to:

- Whether a breach of planning control has occurred;
- Whether enforcement action is justified and in the wider public interest;
- Relevant provisions of the [Development Plan](#) and other material considerations;
- The priorities specified within the [Council's Planning Enforcement Charter](#).

## Consultations

| Consultee | Date Consulted | Consultee Comments |
|-----------|----------------|--------------------|
|-----------|----------------|--------------------|

None.

## Site History

00/00149/FUL Erection of 23 dwellinghouses and access road (Phase 2 ) at 5th June 2000  
Application Approved

## Main Report

The following observation was received: ***Running a car sales business from home***. The results of the case officer's investigation are as follows.

It has been determined that development has been undertaken and these do constitute development, as defined in Section 26 of the Town and Country Planning (Scotland) Act 1997 (as amended). Planning Permission is not in place for the development.

It has been established that a breach of planning control has occurred. Having considered the impacts in respect of amenity/appearance etc, it has been found that these are unacceptable when assessed against Policies PM1, RD1, TA1 or EP8 of the Perth and Kinross Local Development Plan. It is considered that it was in the public interest to take action to remedy the breach entirely. To achieve this, the following action was taken:

The developer carried out remedial works at the request of the Planning Authority without the need for formal action and the breach was resolved entirely. All vehicles have been removed from the site and photo evidence has been provided of this.

This action is considered to be proportionate to the breach identified and satisfactorily resolved the planning harm identified.

The owner of the property should be aware that the decision to close the enforcement case, as described in this Closing Report, does not make the development undertaken lawful or substitute any grant of planning permission. Such permission can only be obtained by submitting a formal planning application. Further information can be found at: [www.pkc.gov.uk/makingaplanningapplication](http://www.pkc.gov.uk/makingaplanningapplication).

## Decision

Perth & Kinross Council, as the Planning Authority, has determined that the case has been closed because:

### Breach of Planning Control Resolved

This decision has been reached for the following reasons:

### Breach of Planning Control Resolved

**Authorising Officer**                      **JJS**

**Date of Decision**                        **31 July 2019**

## APPENDIX 2

**Example of Good Practice****Case Study:  
Good Practice During Wind Farm Construction (4th Edition) (Published Spring 2019)**

- 1.1 As advised, this example of good practice was published in the [PPF for 2018/19](#) and the full version is available in pages 15-16 of the published PPF.
- 1.2 The format of PPF case studies is set out in guidance published by the Scottish Government and Heads of Planning Scotland (HoPS). Based on this guidance, the areas of good practice that this case study illustrates are:

Elements of a High Quality Planning Service the Study Relates To:

- Quality of outcomes;
- Quality of service and engagement; and
- Governance.

Scottish Government Key Markers:

- Early collaboration with applicants and consultees (marker 3);
- Continuous improvement (marker 6); and
- Sharing good practice, skills and experience (marker 13)

Key Areas of Work:

- Local Development Plan & Supplementary
- Guidance
- Enforcement
- Interdisciplinary Working
- Collaborative Working
- Skills Sharing

Main Stakeholders Involved:

- Key Agencies (including Scottish Natural Heritage); and
- Renewable Industry Developers

Overview

- 1.3 A collaborative working group led by Scottish Natural Heritage (SNH) which included industry and other stakeholders already existed to develop [best practice guidance](#) on windfarm construction. The Local Authority liaises with the developer and stakeholder consultees throughout the planning application process and is the conduit through which an overview of the implementation

of this guidance is secured. PKC were invited to join this group due to our 'hands on' approach to monitoring implementation of these developments.

### Goals

- 1.4 From PKC's perspective, the delivery of windfarm proposals has greatest impact during construction where there is interaction with the public - on the public road. From our experience, a significant volume of complaints during construction are as a result of impact on the public road. The 3rd edition of the good practice document was light on traffic management and the opportunity to secure a fairer and more robust approach to alleviate the concerns of the public, local businesses and the Council was presented through the working group. The 4th edition sets out a reasonable approach which protects both the developer and the Local Authority and advises on steps to minimise impact on the road network and thereby the public.
- 1.5 Further, we also provided general commentary with photographs on other areas of the document with regard to construction methods, surface water management, archaeology and forestry operations as well as post construction reinstatement. Model informatives relating to the timing of development and further survey information being required where commencement of development is delayed have also been framed.
- 1.6 The lead officer for SNH, on receipt of our comments, stated:  
*"This is great feedback. Thanks for taking the time to put this together".*

### Outcomes

- 1.7 The development of good practice documentation is continuous. There are always new methods being developed and generally this is driven by economy or necessity. We have found that industry feedback is a 'cost' analysis where stakeholders and Local Authorities are more driven by necessity. Generally, 'Good Practice' must be a consideration of both and a compromise in relation to each. It must be emphasised to developers that good practice in construction will deliver better outcomes in restoration which could ultimately save money as well as being better for the environment and ecology.

## PERTH AND KINROSS COUNCIL

### Environment & Infrastructure Committee

30 October 2019

#### Queen's Bridge & Old Perth Bridge - Bridge Strengthening Works

#### Report by Executive Director (Housing and Environment) (Report No. 19/308)

The purpose of this report is to advise the Committee on the extent and the timing of the identified bridge strengthening works to Queen's Bridge and Old Perth Bridge in Perth.

### 1. BACKGROUND / MAIN ISSUES

- 1.1 Queen's Bridge & Old Perth Bridge form major transportation links between Perth city centre and both local and regional communities. In light of recent structural load capacity assessments (which concluded with the recommendations that remedial structural strengthening works are required to be carried out to both bridges) budget was secured through the 2019/20 capital programme to carry out the works to secure the longevity of these vital transport links.
- 1.2 Works were broken down into two categories; main 'above deck' strengthening works, and less traffic disruptive 'below deck' bridge works.
- 1.3 The projected timescales for the main 'above deck' strengthening works were subject to the outcome of a traffic modelling exercise to determine the optimum period in which to carry out the works. At the November 2018 Environment & Infrastructure Committee, a commitment was given to provide an update to the E&I Committee once this traffic modelling had been carried out (Report No 18/364 refers).
- 1.4 This report seeks to update the Committee on the current position.

#### **Traffic Modelling**

- 1.5 Due to the location of the bridges, a prime consideration was ensuring that all appropriate measures were taken to minimise disruption to bridge users. To this end, Perth & Kinross Council commissioned specialist engineering consultants SYSTRA in April 2019 to carry out a traffic modelling exercise (see Appendix 1) with regards to the structural maintenance works of Old Perth Bridge and Queen's Bridge. This information was sought in order to inform a decision as to whether the main 'above deck' works should be postponed until after the opening of the proposed Cross Tay Link Road (CTLR), which is currently projected to be provided by April 2024.

- 1.6 Four test scenarios were modelled for each of the two main options for both bridges. These options were:-
- 1) Undertake the necessary 'above deck' strengthening works before the Cross Tay Link Road opens; or
  - 2) Undertake the necessary 'above deck' strengthening works after the Cross Tay Link Road opens.

- 1.7 The main recommendation from the engineer's reports was to postpone the 'above deck' strengthening works until after the CTLR is in place.

The modelling suggests that if these works take place before the CTLR opens, then the estimated traffic delays during the main 'above deck' strengthening works would vary between 1 and 2 hours (Scone to City Centre for example). In addition, up to 25% of bridge users would have to choose to travel via Friarton Bridge / other routes or choose to travel out with peak traffic times otherwise there would be a risk of traffic gridlock in the city centre area.

However, after the CTLR opens, estimated journey times increases during the above works could typically be around half an hour, with only a marginal number of users (5%) required to adjust journey times out-with peak periods to avoid potential gridlock in the city centre area. The Consultants have recommended the works be preceded by high profile consultation and engagement sessions, in parallel with a very strong messaging campaign across all forms of media to encourage drivers to reduce, retime or reroute their journeys.

- 1.8 It is important to note that officers do not consider that the postponement of these works would present any unacceptable risks. This is based on current information, however officers would continue to closely monitor the bridge structures and should the situation change all relevant action would be undertaken to ensure the safety of the travelling public.
- 1.9 It should be noted that any traffic implications due to the Community Link Plus (CLP) works (which were subject to successful funding from Sustrans to promote more active and sustainable transport in Perth city centre) have not been taken into account as part of the modelling due to the definitive scope and timescales of the CLP being unknown at this stage. However, disruptions will be minimised going forward when the scope and timescales of the CLP works are known.

## **2. PROPOSALS**

- 2.1 In light of the modelling carried out it is proposed to postpone the 'above deck' strengthening works until after the opening of the proposed Cross Tay Link Road (CTLR). However, the less traffic disruptive 'below deck' bridge works will be carried out in the coming years before the CTLR is in place. Traffic modelling will also be undertaken during the project planning stages of all works in order to try to minimise the adverse impact that may result from the various traffic management options.

### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 The Committee was previously advised of the requirement to undertake work on the Old Perth Bridge and Queens Bridge, Perth. Traffic modelling has now been undertaken.
- 3.2 The Committee is asked to:
- To note officer's revised scheduling of the works, and to postpone the identified 'above deck' bridge strengthening works until after the opening of the CTLR in light of the traffic modelling exercise which has been carried out.
  - To note that officers may be required to bring any future works forward to safeguard the travelling public should the bridge(s) condition deteriorate significantly in the interim period.

#### Authors

| Name           | Designation                   | Contact Details                                                                                      |
|----------------|-------------------------------|------------------------------------------------------------------------------------------------------|
| Michael Lees   | Engineer (Structures)         | <a href="mailto:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a><br><br>01738 475000 |
| Derek Davidson | Senior Engineer (Structures)  |                                                                                                      |
| Andrew Strang  | Structures & Flooding Manager |                                                                                                      |

#### Approved

| Name           | Designation                                  | Date            |
|----------------|----------------------------------------------|-----------------|
| Barbara Renton | Executive Director (Housing and Environment) | 04 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan

#### Corporate Plan

1.1 This section should set out how the proposals relate to the achievement of the Council's Corporate Plan Priorities:

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

1.2 This report relates to parts (iii), (iv), and (v) above.

### 2. Resource Implications

#### Financial

2.1 Budgets will be re-profiled to allow the less traffic disruptive and urgent bridge works to be carried out in the coming years before the proposed Cross Tay Link Road (CTLR) is in place (projected April 2024), and the main 'above

deck' strengthening works will be postponed until after the opening of the CTLR.

#### Workforce

- 2.2 None.

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

- 2.3 None.

### **3. Assessments**

- 3.1 Integrated Appraisal Toolkit (IAT) is attached to this report.

#### 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. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).
- 3.3 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

- 3.4 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.5 However, no action is required as the Act does not apply to the matters presented in this report. This is because the Committee are requested to note the contents of the report only and the Committee are not being requested to approve, adopt or agree to an action or to set the framework for future decisions.

#### Sustainability

- 3.6 None.

#### Legal and Governance

- 3.7 None.

### Risk

- 3.8 Risk of high level of disruption to the public during the proposed works.
- 3.9 Risk of cost and timescales increasing due to unforeseen elements requiring repair and/or strengthening.

## **4. Consultation**

### Internal

- 4.1 Finance has been consulted in the preparation of this report.

### External

- 4.2 None.

## **5. Communication**

- 5.1 Individual Communication Plans will be produced during the project planning stages of the works.

## **2. BACKGROUND PAPERS**

- 2.1 Environment and Infrastructure Committee 7 November 2018, Roads Asset Annual Status Report (18/364).
- 2.2 Environment and Infrastructure Committee 7 November 2018, Minutes.

## **3. APPENDICES**

- 3.1 Appendix 1 – Systra Traffic Modelling Assessment – Executive Summary.

# PERTH & KINROSS COUNCIL

## PERTH BRIDGES STRUCTURAL MAINTENANCE

### TRAFFIC MODELLING ASSESSMENT – EXECUTIVE SUMMARY

| IDENTIFICATION TABLE |                                                  |
|----------------------|--------------------------------------------------|
| Client/Project owner | Perth & Kinross Council                          |
| Project              | Perth Bridges Structural Maintenance             |
| Title of Document    | Traffic Modelling Assessment – Executive Summary |
| Type of Document     | Executive Summary                                |
| Date                 | 23/08/2019                                       |
| Reference number     | GB01T18J54/7                                     |
| Number of pages      | 4                                                |

## 1. TRAFFIC MODEL ASSESSMENT

### 1.1 Introduction

- 1.1.1 SYSTRA was commissioned by Perth & Kinross Council in April 2019 to provide traffic modelling support around plans for structural maintenance of Perth (Smeaton) and Queen's Bridge, Perth.
- 1.1.2 The proposed works will require separate temporary closures (for up to 6 months) of the bridges to facilitate inspection and repair. PKC wish to understand the potential implications of proposed temporary traffic management arrangements, and whether the works should be postponed until after the opening of the proposed Cross Tay Link Road (CTLR- due April 2024).
- 1.1.3 The objectives of the study were to carry out a traffic management impact assessment of proposed lane closures on Perth Bridge (Smeaton Bridge) and Queen's Bridge.
- 1.1.4 This note provides an executive summary to the main modelling report: *Perth Bridges Structural Maintenance – Traffic Modelling Assessment Report* (Ref: GB01T18J54/6).

### 1.2 Network Scenarios

- 1.2.1 There are two options that were considered for programming the required bridge works as follows:

**Option A: Works undertaken before CTLR:**

- Old Perth Bridge main works – June 2022 for 6 months
- Queen's Bridge main works – April 2023 for 5 months

OR

**Option B: Works undertaken after CTLR is open**

- Old Perth Bridge main works – May 2024 for 6 months
- Queen's Bridge main works – May 2025 for 5 months

- 1.2.2 Each scenario was tested for each Option given in 1.2.1 above. A schematic of the four model test scenarios is provided as an appendix to this note.

### 1.3 Recommendations

- 1.3.1 The following recommendations are drawn from the model testing and analysis undertaken:

**Option A: Pre-CTLR opening (2022/2023):**

- If possible, hold off any works until after the CTLR is in place. The modelling suggests that the proposed works will result in severe congestion throughout the City Centre area if the works are undertaken before the CTLR is open
- Before the CTLR opens, the traffic delays due to the works could potentially be 'hours' long as opposed to 'minutes' long delays post-CTLR
- The modelling suggests that, before the CTLR opens, 15-25% of traffic crossing the Perth and Queens Bridges is required to 'evaporate' (i.e. not occur) to allow the network to operate without gridlocking. This equates to approximately 1500 to 3000 vehicles per day (depending upon which restriction is in place)
- If works are required pre-CTLR, it is recommended that full Traffic Management and communications plans are considered. Additional TM measures may be required to limit the impact of the works on the network. Further consideration & assessment of this is recommended
- Pre-CTLR, the traffic modelling outcomes suggest that a westbound closure would be slightly less detrimental to the network than an eastbound closure, for both the Perth and Queen's Bridges. This also keeps the major congestion out-with the City Centre core area, on the east side of the Tay

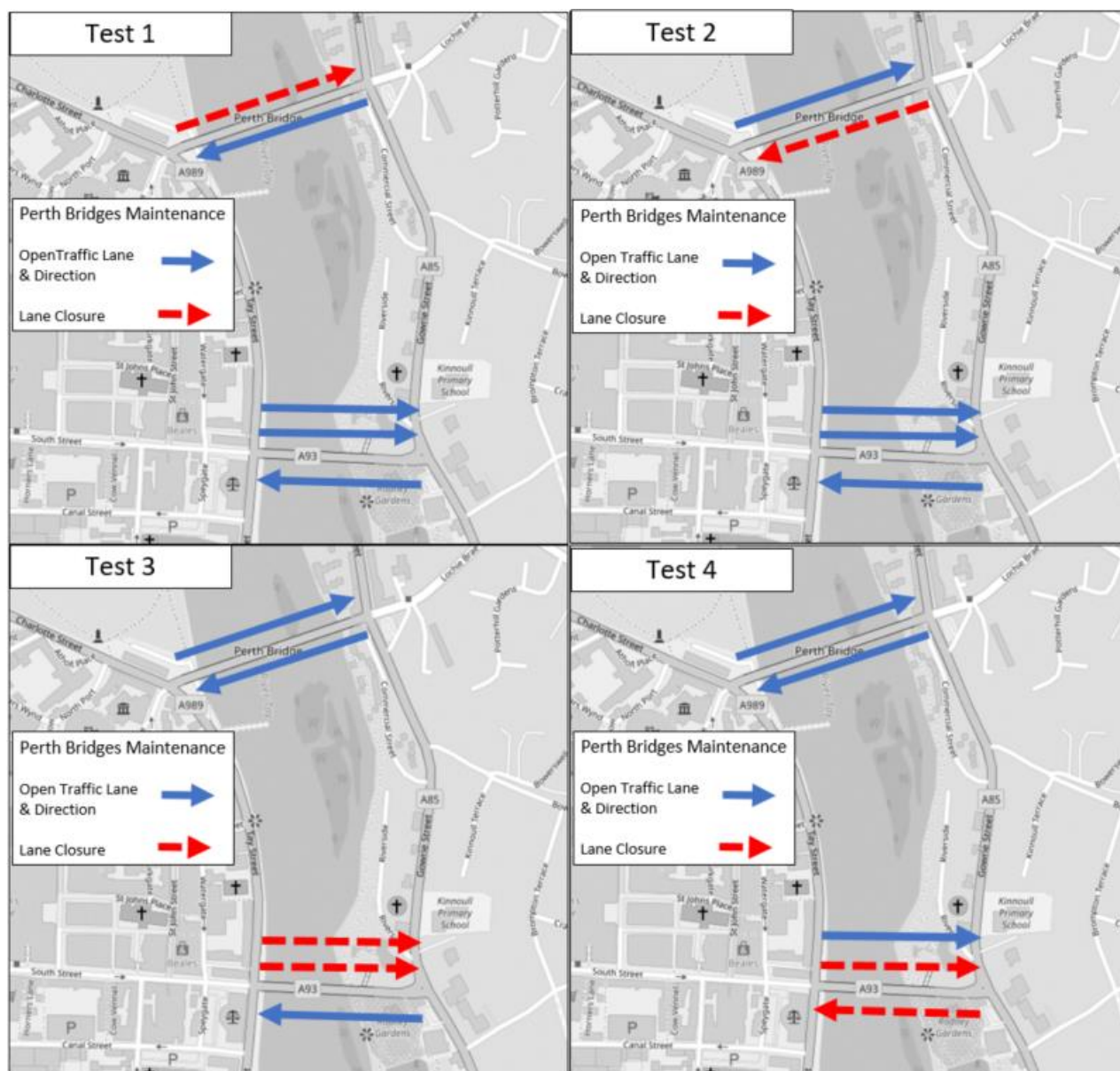
**Option B: Post-CTLR opening (2024/2025):**

- When the required bridge lane closures are in place, there is significantly less congestion through the network when the CTLR is operational.
- Post CTLR, the modelling suggests there may be a requirement to reduce the traffic demand by a small margin (5% of bridge trips – approximately 500 vehicles per day). This is far more achievable than the pre-CTLR requirements.. Therefore advanced warning, temporary signage, and a TM plan is recommended for post-CTLR also.
- In addition, a post-CTLR network is far more robust to incidents (i.e. Friarton Bridge closure due to wind or an accident). Traffic disruption would be significant if Friarton Bridge was restricted and lane closures were in place on either Perth Bridge or Queens Bridge without the alternative CTLR in operation.
- Post CTLR – the preferred closure direction, from a traffic congestion perspective, is not explicitly clear from the high level testing.

### 1.4 Additional Comments on the Model Assessment

- Community Link Plus (CLP) Works – Any traffic implications for the CLP proposals have not been taken into account as part of this modelling study as these proposals have yet to be fully developed at the time of writing.

## A. MODEL TEST DETAIL SCENARIOS



## APPROVAL

| Version | Name        |              | Position           | Date       | Modifications |
|---------|-------------|--------------|--------------------|------------|---------------|
| 1       | Author      | Callum Guild | Principal Engineer | 23/08/2019 |               |
|         | Checked by  | Iain Clement | Associate Director | 23/08/2019 |               |
|         | Approved by | Iain Clement | Associate Director | 23/08/2019 |               |
| 2       | Author      |              |                    |            |               |
|         | Checked by  |              |                    |            |               |
|         | Approved by |              |                    |            |               |

**PERTH & KINROSS COUNCIL**

**Environment and Infrastructure Committee**

**30 October 2019**

**Flood Protection Studies - Pitlochry & Aberfeldy**

**Report by Executive Director (Housing & Environment) (Report No. 19/309)**

This report describes the Council's flood protection studies at two separate locations - Pitlochry and Aberfeldy. The report also recommends that flood protection schemes are taken forward in both areas as they are deemed to be economically viable using relevant assessment criteria. In addition, the report recommends that the schemes are submitted to SEPA for national prioritisation and inclusion in the next Tay Flood Risk Management Strategy and Local Flood Risk Management Plan.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 Under the Flood Risk Management (Scotland) Act 2009, SEPA and lead local authorities published new Flood Risk Management (FRM) Strategies and Local FRM Plans in December 2015 and June 2016 respectively. These documents set out a range of actions that SEPA and responsible local authorities are taking to manage and, where possible, reduce the risk of flooding over a six year period.
- 1.2 The Environment Committee, at its meeting on 1 June 2016, approved the content and publication of the Tay Local FRM Plan (Report No 16/241 refers). Subsequently, the Environment and Infrastructure Committee approved the content of an interim report on the progress made in implementing the Tay Local FRM Plan on 23 January 2019 (Report No 19/16 refers). Both of these published documents can be viewed at the following link:  
<http://www.pkc.gov.uk/frmplans>
- 1.3 The Tay FRM Strategy and Local FRM Plan identify various flood studies as a means of further improving the understanding of flood risk in certain locations. The two highest priority flood studies in the Tay catchment were identified for Pitlochry and Aberfeldy.
- 1.4 The purpose of these flood studies was to investigate what further action is required to manage flood risk in these locations. Such action can be implemented through flood protection schemes, where these are found to be technically feasible and economically viable.
- 1.5 The 2009 Act provides local authorities with discretionary powers to promote flood protection schemes. Only those flood schemes which have been included in the FRM Strategies, the Local FRM Plans and the national priority list are taken forward in the subsequent 6 year period.

- 1.6 Although public authorities are expected to take a proactive role in managing and, where achievable, lowering flood risk, the primary responsibility for avoiding or managing flood risk still remains with land and property owners. The 2009 Act does not alter this. Individuals, businesses and communities must, therefore, play a critical role in ensuring their own resilience and helping to reduce the impact of flooding.

### **Pitlochry**

- 1.7 Pitlochry is located in the River Tay catchment within Potentially Vulnerable Area (PVA) 08/03.
- 1.8 The main potential source of flooding to Pitlochry is the River Tummel. Other smaller watercourses including the Moulin Burn, Wester Kinnaird Burn, Kinnaird Burn and Edradour Burn also present a risk of flooding. The flood study has also given consideration to the small watercourses to the south east of Pitlochry in the vicinity of Westhaugh of Dalshian, Easthaugh of Ballyoukan and the Altrory Burn.
- 1.9 In February 2017, consulting engineers, AECOM, were engaged to carry out a flood study for Pitlochry.
- 1.10 AECOM's investigations involved extensive data gathering and analysis, consultations, topographic surveys, a hydrological assessment, hydraulic modelling, an environmental desk study, an options study, an economic appraisal and the production of final reports.
- 1.11 The flood study analysed the flooding mechanisms affecting Pitlochry and a series of flood hazard maps were produced. The study identified that up to 155 residential properties and 75 commercial properties are potentially at risk during a 1 in 200 year flood event (the flood event with a 0.5% chance of occurring in any one year).
- 1.12 In managing flood risk, the Council is required to have regard to the economic, social and environmental impact of its actions. The Scottish Government's guidance recommends that decision making in flood risk management should be supported by an options appraisal.
- 1.13 The options appraisal includes a cost-benefit analysis and other techniques to determine whether a flood protection scheme meets its objectives, is sustainable and represents best value for money. In general, the cost of flood damage avoided over time must be greater than the cost of building the flood defences, i.e. they must achieve a benefit/cost ratio of greater than 1.0.
- 1.14 AECOM initially considered a long list of potential options to manage the risk of flooding. This long list was refined by a technical, environmental and economic appraisal until a short list of 13 options was selected for more detailed analysis. This short list of potential options, together with the estimated costs and benefit/cost ratios, is shown in Appendix 1.

- 1.15 Due to the complexity and nature of the flooding mechanisms in Pitlochry, it was not possible to identify a single solution to protect the entire town. Instead, the following collection of actions was selected to provide flood protection to as many properties and businesses, whilst still maintaining an economically viable flood scheme:
- (i) the removal of the existing watercourse diversion between the upper reaches of the Kinnaird Burn and the Moulin Burn;
  - (ii) woody debris structures (tree traps) on the upper reaches of the Moulin and Kinnaird Burns - to reduce the future risk of blockage at culverts and bridges further downstream within the town;
  - (iii) a flood wall on the eastern bank of the Moulin Burn at Kirkmichael Road;
  - (iv) increasing flood storage at the Cuilc Pond;
  - (v) a flood storage wall on the Moulin Burn at the Craigmhor Lodge pond
  - (vi) a new watercourse diversion channel on the Wester Kinnaird Burn at Tomcroy Terrace
  - (vii) culvert and headwall improvements at the culvert that conveys the Moulin Burn past the Co-op supermarket on West Moulin Road
  - (viii) a flood wall on the eastern bank of the Kinnaird Burn at Blair Atholl Distillery
- 1.16 The locations of these actions are shown on the drawing in Appendix 2.
- 1.17 Unfortunately, AECOM have not recommended some of the actions that were considered, e.g. flood defences on the River Tummel. The flood study has confirmed that flood defences in some areas adjacent to the Tummel would require to be more than 2.0m high and residents would be unlikely to accept this. At present the onset of flooding along the River Tummel is relatively rare and so residents already have some degree of flood protection. These actions will not be taken forward as part of a flood scheme.
- 1.18 Some individual actions with benefit/cost ratios of less than 1.0 have been selected as the overall benefit/cost ratio for all of the measures when grouped together is 3.6. However, if some of the larger options were to be included, e.g. defences on the River Tummel, then the overall benefit/cost ratio would drop below 1.0.
- 1.19 The collection of selected actions is estimated to have a capital cost of £2.73m and an overall benefit/cost ratio of 3.6. The flood study has, therefore, recommended that this flood protection scheme be implemented.
- 1.20 If these actions were to be implemented, then a total of 104 properties would be protected up to the 1 in 200 year flood risk, including a further allowance for future climate change (a 20% increase in peak river flow). These actions would also mitigate flood risk to other properties in the area but not to the same design standard.
- 1.21 The flood scheme proposals will be developed in more detail in future. There may be scope to add further actions, provided the overall scheme remains economically viable.

- 1.22 A flood protection scheme for the Dalshian area was not recommended by the flood study. The number of properties here is very small, compared to expensive nature of works required to reduce the risk of flooding. However, the study recommends localised works to improve existing culvert headwalls, including the installation of trash screens, to help mitigate flood risk in the area.
- 1.23 In order to disseminate the findings of the flood study and to outline how flood risk is being managed in the area, two community drop-in events were held in the Pitlochry Town Hall on 20 and 27 February 2019. Further details are provided in Section 4 of the Annex to this report.

### **Aberfeldy**

- 1.24 Aberfeldy is located within the River Tay catchment and is also contained within Potentially Vulnerable Area (PVA) 08/03.
- 1.25 Aberfeldy is at risk from two main sources of river flooding – the River Tay and Moness Burn. There is also a risk from minor watercourses, such as the Tomchulan Burn, as well as surface water flooding at various locations, including the areas around Old Crieff Road and Farragon Drive.
- 1.26 In January 2018, consulting engineers, RPS Group Ltd, were engaged to carry out a flood study for Aberfeldy.
- 1.27 RPS's investigations involved extensive data gathering and analysis, consultations, topographic surveys, a hydrological assessment, hydraulic modelling, an environmental desk study, an options study, an economic appraisal and the production of final reports.
- 1.28 The flood study analysed the flooding mechanisms affecting Aberfeldy and a series of flood hazard maps were produced. The study identified that up to 128 residential properties and 40 commercial properties at potentially at risk during a 1 in 200 year flood event (the flood event with 0.5% chance of occurring in any one year).
- 1.29 RPS initially considered a long list of potential options to manage the risk of flooding. This long list was refined by a technical, environmental and economic appraisal until a short list of 6 options was selected for more detailed analysis. This short list of potential options, together with the estimated costs and benefit/cost ratios, are summarised in Appendix 3.
- 1.30 Two different alignments for flood defences at Aberfeldy Caravan Park were considered. One alignment provided flood defences for the caravan park and the other did not, with the latter alignment being the recommended option. This was due to the difficulty of providing a suitable level of flood defence and the potential impact on the business use and operation of the site. The leaseholder of the caravan park has been consulted regarding this and has

already taken action to make the site more resilient to flooding. The site also closes in winter and only takes mobile caravans. All figures and costs presented in this report, therefore, relate to the recommended alignment detailed in this paragraph.

- 1.31 Of the six options considered, Option 5 was selected. This proposed option involves the following flood defences for the River Tay and the Moness Burn along with culvert improvements on the Tomchulan Burn:
- (i) flood walls at Tayside Place, Tayside Crescent and the Industrial Estate;
  - (ii) a flood embankment adjacent to the former slaughterhouse site at Appin Place;
  - (iii) flood Walls on the east bank of the Moness Burn at Burnside and Bank Street;
  - (iv) increasing existing culverts on the Tomchulan Burn at Old Crieff Road, Moness Avenue and in the field above Old Crieff Road.
- 1.32 This option is set out on the plan in Appendix 4.
- 1.33 The other potential options were ruled out due to technical, environmental, social and/or economic reasons. RPS have therefore not recommended taking these forward as part of a flood scheme.
- 1.34 If the flood scheme were to be implemented, then a total of 164 properties would be protected up to the 1 in 200 year flood.
- 1.35 The proposed option has an estimated capital cost of £5.3m and a benefit/cost ratio of 1.44. The flood study has therefore concluded that this flood protection scheme should go ahead.
- 1.36 However, the flood scheme proposals and cost estimates will still require to be developed in more detail in future. This will involve a detailed process of further investigations, outline design, the statutory process, detailed design, tendering and construction. Experience on other similar flood schemes has invariably shown that the costs estimated at feasibility stage can increase.
- 1.37 The benefit cost ratio of 1.44 is, therefore, considered to be marginal and there is a risk that this figure could reduce following further investigations, if costs increase. The scheme proposals and costs will therefore have to be carefully monitored going forward.
- 1.38 A number of surface water flooding issues were reported by residents during community consultation. A separate surface water flooding assessment was, therefore, also carried out by RPS as part of the flood study. Areas of surface water flood risk have been identified and simple measures proposed to help manage this in the future.
- 1.39 In order to disseminate the findings of the flood study and to outline how flood risk is being managed in the area, two community drop-in events were held in

the Aberfeldy Town Hall on 20 and 25 June 2019. Further details are provided in Section 4 of the Annex to this report.

## **2. PROPOSALS**

- 2.1 The Council's consulting engineers have recommended flood protection schemes for Pitlochry and Aberfeldy. It is proposed that these schemes are taken forward by the Council.

### **Pitlochry**

- 2.2 The Council's consulting engineers, AECOM, have recommended a flood protection scheme involving a collection of various localised actions as set out at section 1.15 of this report.
- 2.3 The proposed flood protection scheme is shown in Appendix 2 of this report.

### **Aberfeldy**

- 2.4 The Council's consulting engineers, RPS, have recommended a flood protection scheme for Aberfeldy as set out at section 1.31 of this report.
- 2.5 The proposed flood protection scheme is shown in Appendix 4 of this report.
- 2.6 The proposed scheme includes the provision of approximately 1 km of flood walls and 25m of flood embankment on the River Tay and Moness Burn and increasing culvert sizes on the Tomchulan Burn.

### **Next Steps**

- 2.7 SEPA has set a deadline of the end of December 2019 for local authorities to identify new flood schemes for inclusion in the second cycle of FRM Strategies and Local FRM Plans covering the period from 2022-2028. The flood schemes identified across Scotland will then be prioritised and added to an updated national priority list.
- 2.8 It is, therefore, proposed that the recommended flood schemes for Pitlochry and Aberfeldy are put forward to SEPA for prioritisation, and are included in the next Tay FRM Strategy and Local FRM Plan, which will cover the period 2022-2028.
- 2.9 The next Tay Local FRM Plan will set out the proposed implementation arrangements for the flood schemes in Pitlochry and Aberfeldy, including timescales and how they will be funded. The next phases of work to develop the flood scheme proposals will therefore not commence until after 2022.

## **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 This report provides an update on the outcome of separate flood protection studies in Pitlochry and Aberfeldy.

- 3.2 The Council engaged consulting engineers to carry out separate flood protection studies in Pitlochry and Aberfeldy. These communities were identified as locations for the Council's highest priority flood studies within the Tay Flood Risk Management Strategy and Local Flood Risk Management Plan.
- 3.3 In both instances, the Council's consulting engineers have recommended flood protection schemes. The proposed schemes are economically viable. The preliminary proposals consist of various measures to reduce the risk of flooding in both communities.
- 3.4 The report seeks the Committee's approval that the consulting engineers' recommended proposals be promoted as flood schemes for Pitlochry and Aberfeldy.
- 3.5 It is recommended that the Committee:
- (i) notes the completion of the Pitlochry and Aberfeldy Flood Protection Studies as required by the Tay Flood Risk Management Strategy and Local Flood Risk Management Plan.
  - (ii) notes that separate public engagement events have been held to disseminate the findings of both flood protection studies.
  - (iii) approves the recommended proposals for flood protection schemes in Pitlochry and Aberfeldy.
  - (iv) agrees that details of the recommended flood schemes be submitted to SEPA for national prioritisation and inclusion in the next Tay Flood Risk Management Strategy, which is due to be published in December 2021.
  - (v) agrees that the recommended schemes be included in the next Tay Local Flood Risk Management Plan, due for publication in June 2022.

#### Authors

| Name            | Designation                                            | Contact Details                                                                                 |
|-----------------|--------------------------------------------------------|-------------------------------------------------------------------------------------------------|
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| Russell Stewart | Engineer (Flooding)<br>Structures & Flooding<br>Team   |                                                                                                 |
| Gavin Bissett   | Technician (Flooding)<br>Structures & Flooding<br>Team |                                                                                                 |

#### Approved

| Name           | Designation                                | Date           |
|----------------|--------------------------------------------|----------------|
| Barbara Renton | Executive Director (Housing & Environment) | 4 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan/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) Supporting people to lead independent, healthy and active lives
- (iii) Creating a safe and sustainable place for future generations

#### Corporate Plan

- 1.2 The proposals relate to the achievement of the following priorities in the Council's Corporate Plan:

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

## **2. Resource Implications**

### Financial

- 2.1 Is should be noted that the proposed flood protection schemes will not be implemented at this time. The implementation arrangements will be set out in the next round of Flood Risk Management (FRM) Strategies and Local FRM Plans, due for publication in December 2021 and June 2022 respectively. At some point during the subsequent six years, consulting engineers will be re-engaged to carry out further investigations and develop the flood scheme proposals. As a result, there are no immediate resource implications arising directly from the recommendations in this report.
- 2.2 However, the flood risk management planning process will have future financial implications. The Local FRM Plans will contain the implementation arrangements including a timetable for the proposed food schemes, who will be responsible for implementing them, as well as how they will be funded and coordinated by SEPA and the responsible authorities over the next six year cycle from 2022-2028.
- 2.3 The 2009 Act requires the Scottish Government to have regard to the FRM Strategies and Local FRM Plans when allocating funds to SEPA and responsible authorities. The Scottish Government, CoSLA and SEPA will agree the distribution of capital funding to the actions identified nationally in the next FRM Strategies and Local FRM Plans. The following arrangements currently apply:
- (i) Only works and schemes that are prioritised in the FRM Strategies and Local FRM Plans are eligible for capital funding.
  - (ii) Flood protection schemes attract capital grant assistance of up to 80% of their estimated project cost at tender stage from the Scottish Government. Local authorities are required to fund the remainder of the cost of flood schemes.
  - (iii) The Scottish Government allocates capital funding to local authorities engaged in flood risk management across Scotland. 80% of this capital funding will continue to be allocated to flood protection schemes with the remaining 20% to other actions within the FRM Strategies, as detailed in the Local FRM Plans. This 20% is distributed to the 32 Scottish local authorities based on the number of properties at risk of flooding and the estimated annual average flood damages.
- 2.4 The Scottish Government and the Council would therefore have to make capital allocations for these flood schemes. At present, the allocated capital grant is adjusted as the flood scheme proposals are developed. The estimated costs of flood schemes across Scotland will therefore continue to be reported to the Scottish Government by local authorities on an annual basis.

- 2.5 The proposals and cost estimates for both flood schemes still have to be developed through a long process of further investigations, consultation, outline design, the statutory process, detailed design, tendering and construction. Experience on other similar schemes has invariably shown that the costs estimated at feasibility stage always increase. The scheme costs noted in this report are therefore subject to change and will have to be carefully monitored going forward.
- 2.6 There are no current revenue funding implications arising from the recommendations in this report.

#### Workforce

- 2.7 There are no workforce implications arising directly from the recommendations in this report.

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

- 2.8 The proposals in this report have no asset management implications.

### **3. Assessments**

#### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).
- 3.2 The proposals in this report have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome.
- (i) It was determined that the proposals be assessed as **relevant** with the following actions taken to reduce or remove the following negative impacts:
- The construction works for the flood schemes could temporarily have a greater impact on mobility impaired, sight impaired, blind people or disabled people, on children and the elderly and infirm, and on pregnant women or nursing mothers, in relation to adverse psychological, physical and health impacts. Appropriate mitigation measures will be adopted to minimise disruption, noise, dust and vibration and to ensure adequate safe access throughout the construction works.
- (ii) The proposals be assessed as **relevant** with the following positive outcomes expected following implementation:

- The flood schemes will have the same positive impact for all equality groups as the reduction in flood risk to both communities will provide benefits for all (improved safety, health & wellbeing through the avoidance of flood impacts and damages) in the long term.

### 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 matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.
- 3.5 It is likely that Environmental Impact Assessments will be required to support the proposed flood schemes described in this report. These assessments will be progressed once consulting engineers have been engaged.

### 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 Following an assessment using the Integrated Appraisal Toolkit, it was previously determined that the proposal is likely to contribute positively to the following corporate sustainable development principles:
  - (i) Climate Change  
Efficient use of resources now and in the future in the built environment and service provision (e.g. energy efficiency, land, water resources, flood defence, waste minimisation) (*Principle 2*) Mitigation and adaptation to manage the impact of climate change & reduce the production of greenhouse gases (*Principle 3*)

### **Justification**

The flood schemes proposed in this report will help to manage the increased flood risk to Pitlochry and Aberfeldy brought about by climate change.

(ii) Community

Creating a sense of place (e.g. a place with a positive 'feeling' for people, and local distinctiveness) (*Principle 22*)

**Justification:**

The flood schemes will help to make the local communities safer and more sustainable for residents, through a reduction in flood risk. This will help the communities to thrive in the longer term despite the temporary construction impacts.

- 3.8 Following an assessment using the Integrated Appraisal Toolkit, it was previously determined that the proposal is likely to contribute negatively to the following corporate sustainable development principles:

(iii) Consumption and Resources

Efficient use of resources now and in the future in the built environment and service provision (e.g. energy efficiency, land, water resources, flood defence, waste minimisation) (*Principle 2*). Mitigation and adaptation to manage the impact of climate change & reduce the production of greenhouse gases (*Principle 3*)

**Justification:**

There will be a short term increase in the use of materials and resources during construction of the flood schemes, but a future reduction due to reduced flood risk.

**Mitigation:**

The Environmental Impact Assessment and eventual Construction Environmental Management Plan will consider energy consumption and waste management practices during construction.

Legal and Governance

- 3.9 The Head of Legal and Governance Services has been consulted on this report.
- 3.10 The legal basis for the proposals set out in this report is the Flood Risk Management (Scotland) Act 2009.

Risk

- 3.11 Flooding is a natural phenomenon that can never be entirely prevented. However, the Council is required to manage and, where possible, reduce flood risk.

- 3.12 The flood schemes proposed in this report will reduce flood risk in Pitlochry and Aberfeldy. The risks associated with the proposals set out in this report will be identified and managed through individual projects.

#### **4. Consultation**

##### Internal

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

##### External

##### **Pitlochry**

- 4.2 Pitlochry Community Council, the Forestry Commission, SEPA, SNH, Scottish and Southern Energy and all relevant landowners and occupiers were consulted during the development of the proposals.
- 4.3 Two community drop-in sessions were held in Pitlochry Town Hall on 20 and 27 February 2019. The aim of these events was to provide the local community with further information on:-
- the risk of flooding in Pitlochry;
  - the outcome of the Council's flood study;
  - work to raise awareness of flooding and to help the local community to become more prepared and resilient to deal with flooding.
- 4.4 A letter was issued to the local elected members, the Community Council and the local resilience group summarising the work carried out by the consulting engineers and how flood risk might be managed in the future. 242 letters were sent to local residents and businesses within the community to advertise the events. Approximately 30 people attended the community drop-in sessions.
- 4.5 The drop-in sessions included a central display, a flood simulation video, a series of plans setting out the proposals and a rolling presentation. Representatives from the Council's flooding team, AECOM, SEPA, and the Scottish Flood Forum were available to answer questions and provide further information. Those attending were given an opportunity to record their views and questions on comment forms. Six comment forms and e-mails were returned to the Council after the sessions.
- 4.6 In general, the impression received from the drop-in sessions was positive. The flood study did not recommend flood defences on the River Tummel and some residents of Fonab Crescent and Tummel Crescent noted their concerns about this. Works were recommended to increase flood storage at the Culic pond and some concerns were also raised by residents regarding the potential impact on the scenic nature of the area. Further consultation with the community will therefore be required if the proposals are to be taken forward.

- 4.7 The Council has issued a response to the community to answer any questions raised during the drop-in sessions or on comment forms.

### **Aberfeldy**

- 4.8 Aberfeldy Community Council, Aberfeldy Community Resilience Group, the Tayside Waders, SEPA, SNH, Scottish Forestry, Scottish Water and all relevant landowners and residents were consulted during the development of the proposals.
- 4.9 Two community drop-in sessions were held in Aberfeldy on 20 and 25 June 2019. The aim of these events was to provide the local community with further information on:-
- the risk of flooding in Aberfeldy;
  - the findings from the Aberfeldy flood study;
  - a review of surface water flooding; and
  - other actions to raise awareness and improve community flood resilience.
- 4.10 A letter was issued to the local elected members, the Community Council and local resilience groups summarising the work carried out by the consulting engineers and how flood risk might be managed in the future. 385 letters were sent to local residents and businesses within the community to advertise the events. Approximately 60 people attended the community drop-in sessions, including two local elected members.
- 4.11 The drop-in sessions included a central display, a flood simulation video, a series of plans setting out the proposals and a rolling presentation. Representatives from Perth & Kinross Council's flooding team, RPS Group Ltd and the Scottish Flood Forum were also available to answer questions and provide further information. Those attending were given an opportunity to record their views and questions on comment forms. Ten comment forms were returned to the Council after the sessions.
- 4.12 In general, the impression received from the drop-in sessions was somewhat mixed. Some concerns were raised about the need for, and scale, of the proposed flood defences although there was a general acceptance of the significant flood risk in Aberfeldy and the need for action to manage this. Further consultation with the community will therefore be required if the proposals are to be taken forward.
- 4.13 The Council has issued a response to the community to answer any questions raised during the drop-in sessions or on comment forms.

## **5. Communication**

- 5.1 The communication arrangements to date were as noted in Section 4 above.
- 5.2 The Council will continue to communicate with the local community, statutory consultees, local landowners and other stakeholders as the scheme proposals are developed.

## **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 the preparation of the above report:
  - PKC – Environment Committee – 9 September 2015, The Flood Risk Management (Scotland) Act 2009, Selected Actions and Prioritisation (Report No. 15/359)
  - PKC – Environment Committee – 1 June 2016, The Flood Risk Management (Scotland) Act 2009, Publication of Local Flood Risk Management Plans (Report No 16/241)
  - PKC – Environment and Infrastructure Committee – 23 January 2019, The Flood Risk Management (Scotland) Act 2009, Publication of Interim Report (Report No 19/16)

## **3. APPENDICES**

- 3.1 Appendix 1 – Pitlochry Flood Study - Short List - Flood Risk Management Options.
- 3.2 Appendix 2 – Plan of Proposed Flood Scheme – Pitlochry.
- 3.3 Appendix 3 – Aberfeldy Flood Study - Short List - Flood Risk Management Options.
- 3.4 Appendix 4 – Plan of Proposed Flood Scheme – Aberfeldy.

## APPENDIX 1

**Pitlochry Flood Study**  
**Short List - Flood Risk Management Options**

| <b>Option No.</b> | <b>Description</b>                                                              | <b>Estimated Cost (including contingency)</b> | <b>Benefit/Cost Ratio</b> |
|-------------------|---------------------------------------------------------------------------------|-----------------------------------------------|---------------------------|
| 1                 | Removal of Kinnaird Burn Diversion                                              | £19,559                                       | 6.1                       |
| 2                 | Wester Kinnaird A924 Culvert Upsize                                             | £116,844                                      | 0.5                       |
| 3                 | Moulin Burn Direct Defences at Kirkmichael Road                                 | £366,993                                      | 0.1                       |
| 4                 | Cuilc Pond Storage                                                              | £663,706                                      | 5.7                       |
| 5                 | Cuilc Outfall Diversion                                                         | £1,413,674                                    | 3.3                       |
| 6                 | Moulin Burn Bypass Culvert Diversion                                            | £1,408,888                                    | 2.9                       |
| 7                 | Moulin Burn Direct Defences at Craigmhor Lodge Pond                             | £429,157                                      | 13.6                      |
| 8                 | Tomcroy Terrace Diversion                                                       | £627,808                                      | 0.9                       |
| 9                 | Tomcroy Terrace Culvert Upsize                                                  | £559,548                                      | 0.8                       |
| 10                | Moulin Burn Bridge Upsize and Direct Defences at Ferry Road and Tummel Crescent | £1,035,331                                    | 0.1                       |
| 11                | Tummel Direct Defences –Left Bank                                               | £5,251,875                                    | 0.1                       |
| 12                | Tummel Direct Defences – Right bank                                             | £2,976,136                                    | 0.9                       |
| 13                | Tree Traps                                                                      | £35,383                                       | -                         |
| Other Works       | Headwall improvements at Co-op culvert inlet                                    | £152,115                                      | -                         |
| Mitigation Works  | Direct defences on Left bank of Kinnaird Burn at Blair Athol Distillery         | £438,230                                      | -                         |

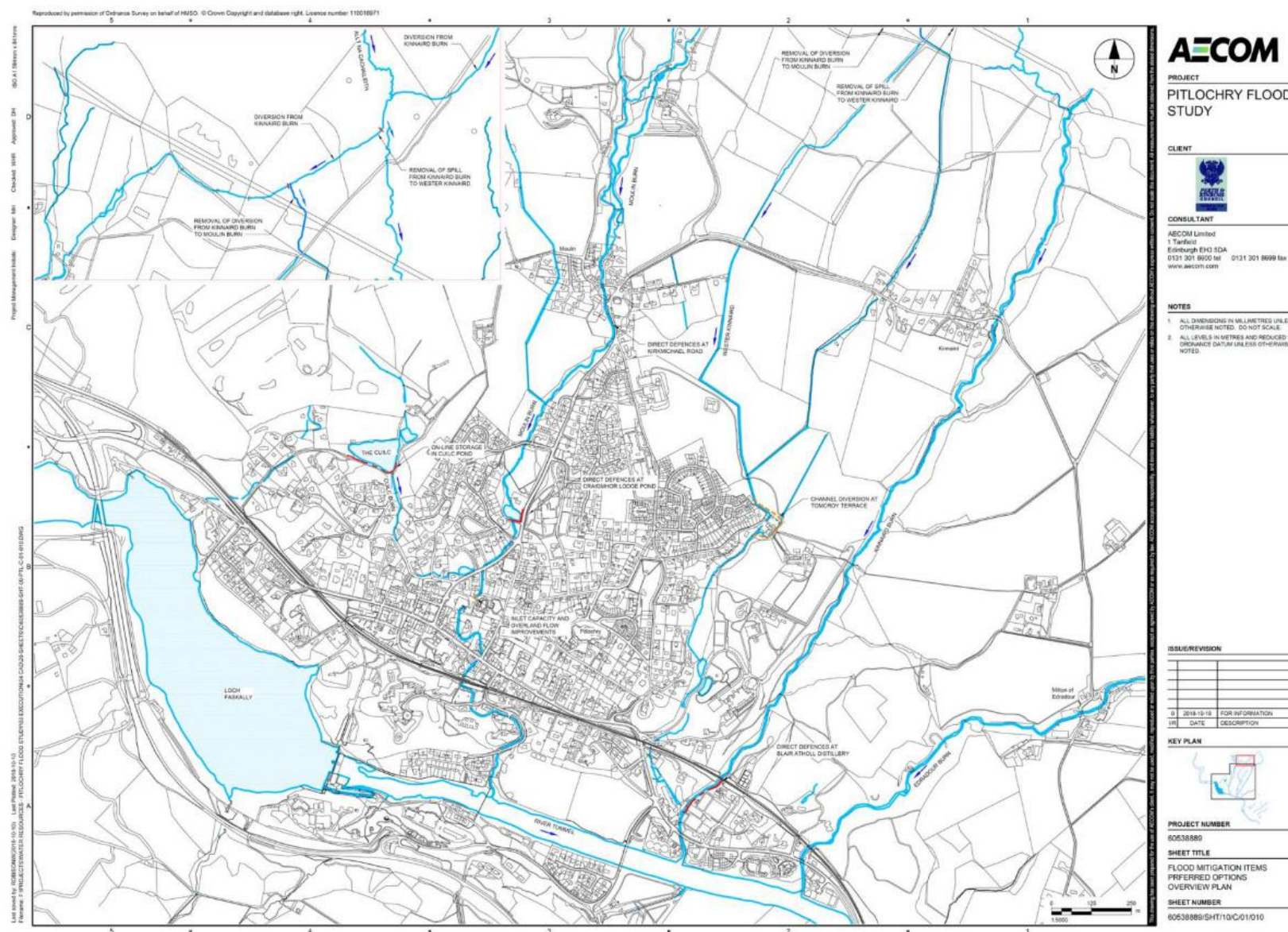
Notes:

- (i) The proposed flood scheme is made up of the selected options shaded in green.
- (ii) A 60% contingency – known as optimism bias - has been added to all estimated costs.



# APPENDIX 2

## PLAN OF PROPOSED FLOOD SCHEME - PITLOCHRY





## APPENDIX 3

**Aberfeldy Flood Study**  
**Short List - Flood Risk Management Options**

| <b>Option No.</b> | <b>Description</b>                                                                                                            | <b>Estimated Cost<br/>(including contingency)</b> | <b>Benefit/Cost Ratio</b> |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|---------------------------|
| 1                 | Direct Flood Defences (Walls & Embankments) (River Tay, Moness Burn & Tomchulan Burn)                                         | £6,299,245                                        | 1.24                      |
| 2                 | Dredging (River Tay & Moness Burn);<br>Direct Flood Defences (River Tay & Moness Burn);<br>Culvert Upgrades (Tomchulan Burn). | £19,009,993                                       | 0.40                      |
| 3                 | Direct Flood Defences (River Tay & Moness Burn);<br>Diversion Channel (Tomchulan Burn)                                        | £5,222,790                                        | 1.40                      |
| 4                 | Direct Flood Defences (River Tay & Moness Burn);<br>Dredging (Moness Burn);<br>Diversion Channel (Tomchulan Burn).            | £5,032,346                                        | 1.34                      |
| 5                 | Direct Flood Defences (River Tay & Moness Burn);<br>Culvert Upgrades (Tomchulan Burn).                                        | £5,252,559                                        | 1.44                      |
| 6                 | Direct Flood Defences (River Tay & Moness Burn);<br>Dredging (Moness Burn);<br>Culvert Upgrades (Tomchulan Burn).             | £5,062,115                                        | 1.38                      |

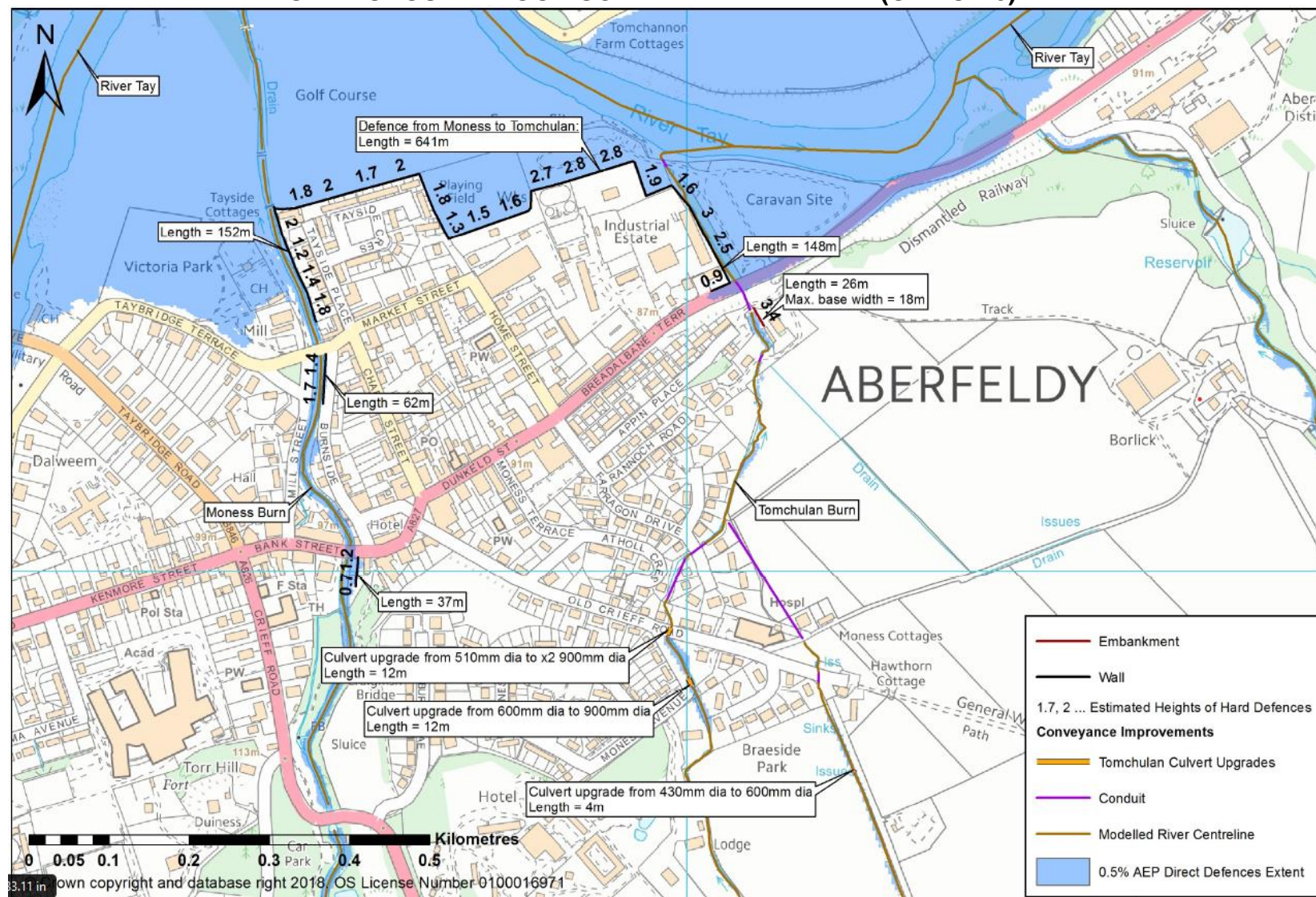
Note:

- (i) The proposed flood scheme is Option 5 (highlighted in green).
- (ii) A 60% contingency – known as optimism bias - has been added to all estimated costs.



## APPENDIX 4

## PLAN OF PROPOSED FLOOD SCHEME – ABERFELDY (OPTION 5)





## PERTH AND KINROSS COUNCIL

### Environment & Infrastructure Committee

30 October 2019

#### Waste Management Plan 2010-2025 - Progress Report

#### Report by Executive Director (Housing and Environment) (Report No. 19/310)

This report provides an update on progress with the Action Plan of the Perth and Kinross Council Waste Management Plan. The report recommends approval of the new actions 99-101 (shown in Appendix 1B) which are in line with recent national regulatory and strategic developments.

### 1. BACKGROUND / MAIN ISSUES

- 1.1 In November 2010, the Environment Committee approved the Perth and Kinross Waste Management Plan 2010-2025 (Report No.10/597 refers). The Waste Management Plan was developed to work towards delivering Scotland's Zero Waste Plan targets at a local level:
  - recycling 60% of household waste by 2020
  - recycling 70% of all waste by 2025 (this is a national target which is wider than just household waste collected by local authorities; it includes commercial and industrial waste also collected by private waste management companies)
  - a ban on biodegradable waste going to landfill by 2021
  - no more than 5% of waste going to landfill by 2025.
- 1.2 The aim of the Council's Waste Management Plan is to map out a way forward for the Council in terms of:
  - achieving the national recycling and composting rates at local level;
  - developing initiatives to control waste arisings and waste growth;
  - determining the strategy for the procurement of residual waste treatment;
  - determining the future financial implications for waste management in Perth and Kinross; and
  - promoting the circular economy where products and materials are kept in high value use for as long as possible.
- 1.3 Annual progress reports to Committee have provided a full update on all the original actions, as well as new actions. These had been developed in light of the Waste (Scotland) Regulations 2012 and other national strategy or regulatory changes. The updates are:
  - June 2013 ([Report 13/267 refers](#))
  - September 2014 ([Report 14/364 refers](#))
  - November 2015 ([Report 15/532 refers](#))

- November 2016 ([Report 16/491 refers](#))
- November 2017 ([Report 17/367 refers](#)) and
- November 2018 ([Report 18/362 refers](#))

- 1.4 This report provides the seventh annual update on progress with the action plan. If an action was completed and previously reported (and there is no further update) reference should be made to earlier progress reports for more information. Of the 98 previously agreed actions, 83 have been achieved (84%).
- 1.5 These actions have contributed to a household recycling and composting rate of 51.7% for 2018, which is higher than the Scottish national average of 44.7%. Perth & Kinross Council has the 14<sup>th</sup> highest recycling rate in Scotland.
- 1.6 In addition, the Council continues to maintain a high Local Environmental Audit & Management Scheme (LEAMS) score with 97.7% of streets found to be at an acceptable standard in 2017/18, an increase of 3% on the previous year. LEAMS results were above the national average (92.8%).
- 1.7 Key Waste Management Plan actions which have been achieved in the last year include:
  - developing, implementing and completing Phase 1 of the Smart Services (Waste) project as part of the SMART Cities Initiative. This is funded through European Regional Development Fund (ERDF). The project has focussed on innovative smart technology to enhance waste and recycling collections, through improved monitoring and sharing of data and information. The project has included installing sensors on litter bins and mini-glass recycling points as well as dynamic on-board vehicle weighing systems for food and glass vehicles (Action 79). The project has also implemented “Flymapper” which collates data on fly-tipping through integration with the Council’s mobile-working platform (Action 86).
  - installing new glass recycling points to provide further provision in areas where the new household waste and recycling service has been rolled out, with funding support received from Zero Waste Scotland for 60 glass recycling points (Action 83).
  - completion of Year 2 of Zero Waste Perth. The consortium (PKC, Beautiful Perth and Perth College) has been awarded £300,000 from the European Regional Development Fund, administered by Zero Waste Scotland, under the ‘Zero Waste Town Development Fund.’ The campaign, which is funded until March 2020, includes a branded Zero Waste Perth campaign and a large programme of community outreach activities aligned to the following themes – food waste prevention, reuse and repair, recycling promotion, resource efficiency and circular economy opportunities. A key highlight from Year 2 included the opening of the ‘Zero Waste Space’, a new accessible community hub space within the Bike Station, Perth offering themed workshops. (Action 91).

- 1.8 Since the Waste Management Plan was originally published, the policy landscape has developed significantly. The new actions in this report and previous reports are informed by the following Scottish Government policies, programmes and strategies:
- Climate Change (Scotland) Act 2009
  - Scotland's Zero Waste Plan (2010)
  - Waste (Scotland) Regulations (2012)
  - Safeguarding Scotland's Resources (Scottish Government, 2013)
  - Towards a Litter Free Scotland (Scottish Government, 2014)
  - 'Making Things Last – A Circular Economy Strategy for Scotland' (Scottish Government, 2016)
  - Zero Waste Scotland's Programme Plan (2016-17)
  - Code of Practice on Litter and Refuse (Scotland) 2018
  - Climate Change Plan, Third Report on Proposals and Policies 2018-2032 (RPP3) (Scottish Government, 2018)
  - Good Food Nation Programme of Measures (Scottish Government, 2018)
  - Food Waste Reduction Action Plan (Scottish Government, 2019)
  - A Deposit Return Scheme for Scotland Full Business Case Stage 1 (Scottish Government, 2019)
  - The Deposit and Return for Scotland Regulations 2020 (Accompanying Statement & Proposed Regulations)
- 1.9 These aim to deliver key national ambitions, such as supporting a circular economy (where materials are valued as a resource and dependence on raw materials is reduced), improving recycling performance, transforming attitudes to food waste, and reducing the impacts of litter and fly-tipping.
- 1.10 The Circular Economy Strategy also introduced a food waste prevention target of reducing food waste by 33% by 2025 - the first such target in Europe. This will involve working with both businesses and households to prevent and reduce avoidable food waste. The Scottish Government published the food Waste Reduction Action Plan in April 2019, setting out the national plans to meet the ambitious target.
- 1.11 From the most recent policy changes, as reported last year, there are several major issues arising which are shaping the Waste Management Plan in future years. These are the Biodegradable Municipal Waste Ban to Landfill and related to this, reduction of food waste in the municipal waste stream, and the introduction of the Deposit Return Scheme for Scotland. In particular, these will impact on both the costs and methods of processing waste, as well as increasing the range of materials that can be removed from the residual waste stream.
- 1.12 Currently, all biodegradable waste can be sent to landfill. As part of its zero waste policy, the Scottish Government had planned to introduce legislation to ban the landfill of biodegradable household waste from 1 January 2021. Councils collect this waste as part of their statutory duties, and compliance is therefore required.

- 1.13 To ensure compliance with the forthcoming ban, the Council entered into the Scottish Government's Materials Brokerage Service for Residual Waste Treatment on 1 October 2017 for a period of 5 years. This collaborative contract included a provision for a treatment solution, commensurate with the requirements of the ban.
- 1.14 However, in September 2019, the Scottish Government announced its decision to delay the ban on landfilling biodegradable municipal waste until 2025. Therefore, the contractual and financial implications of this decision in relation to Perth & Kinross Council are currently being reviewed.
- 1.15 Another associated element to the ban is the reduction of food waste in municipal waste, which is critical in the fight against climate change and the transition to a more circular resource efficient economy. The Scottish Government's Food Waste Reduction Action Plan, as well as the Good Food Nation Programme of Measures emphasise that we need to take more action in this area.
- 1.16 Consistently, our waste analysis shows that over 30% of residual waste is food waste and over a quarter is avoidable food waste. We will concentrate efforts on communications regarding the Council's household food waste recycling service, as well as further internal communications with the school estate on this issue.
- 1.17 One new action we are proposing, and detailed below, is a Food Share Network for Perth & Kinross which can assist with the re-distribution of quality surplus food (which would otherwise go to waste) to the people who need it most. The project, 'Eating Well, Living Well', also has the potential to develop on Government ambitions by providing access to healthy, nutritious food, building on community food knowledge and reducing environmental impact of food consumption. The project has been allocated £50,000 of recurring funding through the Council revenue budget. The funding has been provided to support a social enterprise model that will re-distribute food around Perth and Kinross.
- 1.18 In May 2019, the Scottish Government published "A Deposit Return Scheme for Scotland Full Business Case Stage 1" which identified the Scottish Government's preferred design.
- 1.19 The industry led scheme will see a 20p deposit placed on all single use beverage containers made of PET plastic, cans and glass. The return to retail model will see all retailers who sell drinks being required to accept returned containers either over the counter, through reverse-vending machines or through takeback for online delivery customers. The behaviour change scheme aims to improve the recycling rate and reduce litter.
- 1.20 In September 2019, the Scottish Government laid before Parliament "The Deposit and Return Scheme for Scotland Regulations" for a representation period; closing on 10 December 2019. The accompanying statement

contained commentary, which indicated that non-retail spaces could act as return locations and this included Recycling Centres and schools operated by Local Authorities, as well as community hubs. If Perth & Kinross Council agrees to opt-in to the scheme, this would be done by registering with the Scottish Ministers and with agreement of the Scheme Administrator. Retailers will be required by legislation to provide a return service and by acting as a return point operator will be paid a reasonable handling fee. However, they can also apply for an exemption, if meeting certain criteria, under the Regulations.

- 1.21 The Regulations indicate a commencement date of 1 April 2021 for key provisions concerning the scheme. However the commencement dates are caveated and the timetable for implementation is still to be confirmed.
- 1.22 The Deposit Return Scheme will influence the planning for the implementation of the Council's Household Recycling Charter and associated Code of Practice (Report No 16/140 refers). A Charter compliant system includes a general waste bin, separate kerbside containers for paper and card and another for plastic, cans and cartons (to replace current mixed dry mixed recycling – blue bin). The mix of materials included within a fourth kerbside bin will be influenced by the final design of the Deposit Return Scheme.
- 1.23 In addition to the work outlined in the plan, in July 2019, the Council also successfully acquired the trade waste collection part of Wyllie Recycling Ltd (WRL). This acquisition will bring additional income and jobs to Perth & Kinross Council and is in line with the Council's ambitions to be more entrepreneurial and pursue commercial opportunities.

## **2. PROPOSALS**

- 2.1 The Council is contributing to the national ambitions and targets, as well as local outcomes, by delivering the actions within Appendices 1A and 1B. Key actions, which will be progressed in the next year, are:
  - rolling out and completion of the Perth City Centre Containerisation project in 2019, moving residents from sacks to utilising bin hubs and consideration of further recycling provision (Report 18/271 refers) (Action 54);
  - working with our consortium partners, Beautiful Perth and Perth College to deliver Year 3 of Zero Waste Perth. (Action 91)
  - implementing Phase 2 of the Smart Waste Project. As well as expanding the number of vehicles with on-board weighing technology which was delivered in Phase 1, it will include the implementation of in-cab technology. In-Cab technology utilises hardware and software within the waste collection vehicle, enables a more efficient and sustainable logistics model of operation and improves communications with customers. It will also introduce Automatic Number Plate Recognition (ANPR) which will allow us to monitor recycling centre usage patterns to prevent commercial misuse and explore online payment options for Recycling Centre Permits. Furthermore, it will undertake a further expansion of bin sensors including

Perth City Centre bin hubs as part of city centre containerisation project (Action 97)

- developing a Single Use Purchasing Policy for Perth & Kinross Council which will consider single use products including plastic bottles, cups and straws. Waste Services, in conjunction with the Corporate Procurement Team, will undertake an organisational review to gather baseline data with respect to key single use disposable materials generated from the Council's business activities, carry out research on purchasing policies within the Public Sector, draft a purchasing policy and develop a detailed action plan to implement the policy (Action 98)

2.2 The report also seeks approval of the new Actions 99-101 of the Waste Management Action Plan set out in Appendix 1B which are:

- as part of the Perth & Kinross Offer, co-creating the Eating Well, Living Well project with Zero Waste Perth, communities and partners with the aim of introducing a quality surplus food redistribution network in Perth and Kinross. (Action 99)
- investigate a procurement route for Residual Waste Treatment with the aim of developing a procurement strategy for a long-term solution for Residual Waste Treatment. (Action 100)
- carrying out an Asset Management Review of Waste & Recycling Infrastructure, including Household Waste Recycling Centres, Transfer Stations and Depots with the aim of developing a long-term strategic plan for ensuring the infrastructure is fit for purpose, maximises performance, meets statutory requirements, provides cost effective network management and provides the public with the best possible service. (Action 101)

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

3.1 This report provides an update on progress with the action plan of the Perth and Kinross Council Waste Management Plan. These elements provide a firm foundation from which the Council, residents and businesses can assist in achieving the targets relating to recycling and composting, along with a reduction of non-recyclable waste.

3.2 It is recommended that the Committee:

- (i) endorses the annual update on progress on the Waste Management Action Plan
- (ii) approves the new actions (number 99 -101) of the Waste Management Action Plan set out in Appendix 1B
- (iii) requests the Executive Director (Housing and Environment) to bring back a further progress report in October 2020

**Author**

| <b>Name</b> | <b>Designation</b>                  | <b>Contact Details</b>                                                                            |
|-------------|-------------------------------------|---------------------------------------------------------------------------------------------------|
| Sheila Best | Waste Services<br>Manager (Interim) | <a href="mailto:HECommitteeReports@pkc.gov.uk">HECommittee Reports@pkc.gov.uk</a><br>01738 475000 |

**Approved**

| <b>Name</b>    | <b>Designation</b>                            | <b>Date</b>     |
|----------------|-----------------------------------------------|-----------------|
| Barbara Renton | Executive Director (Housing &<br>Environment) | 04 October 2019 |

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

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan                                      | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>Yes</b>        |
| Asset Management (land, property, IST)              | <b>Yes</b>        |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>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>Yes</b>        |

### 1. Strategic Implications

#### Community Plan

- 1.1 The proposals relate to the delivery of the Perth and Kinross Community Plan and delivery of the key priority of creating a safe and sustainable place for future generations by reducing environmental impact of our consumption and production by managing municipal waste and increasing recycling and composting rates.

#### Corporate Plan

- 1.2 The Council's Corporate Plan lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resource allocation. These 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, health and active lives; and
  - (v) Creating a safe and sustainable place for future generations.

- 1.3 This report contributes to objective (i) & (v).

## **2. Resource Implications**

### Financial

- 2.1 The cost of implementing the actions detailed in the Waste Management Action Plan will be prioritised from the approved Waste Services Revenue and Capital Budget. The Eating Well, Living Well Project has been allocated £50,000 of recurring revenue funding.
- 2.2 The extent of funding received, as well as applied for and pending, over the last five years, totals over £900,000 in external funding.

### Workforce

- 2.3 The Smart Waste Project has a funded (ERDF) Smart Waste Systems Officer, recruited to deliver the projects. Zero Waste Perth has funded two officers, Zero Waste Co-ordinators (one to support communities and the other to support businesses).

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

- 2.4 The proposals in this report have implications for ICT. ICT form part of relevant project boards to ensure full consultation and input to specific projects.
- 2.5 The Asset Management Review will consider options for all waste and recycling infrastructure including the 9 Household Waste & Recycling Centres, 4 transfer stations and associated depots.

## **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.
- 3.2 Carrying out Equality Impact Assessments for plans and policies allow the Council to demonstrate that it is meeting these duties.
- 3.3 The function, policy, procedure or strategy presented in the Perth and Kinross Waste Management Plan 2010-2025 report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcomes:
- assessed as relevant and the following positive outcomes have been investigated / implemented with updates provided in Appendix 1

- investigate feasibility of collecting reusable materials at Recycling Centres for resale and redistribution in the local area in conjunction with local charity and reuse organisations. This potentially could benefit people on low incomes including students, long-term sick, retirees, homeless families, migrant workers setting up home etc.
- provision of further Recycling Points to enable residents to recycle glass and other materials locally
- investigate the use of clear plastic sacks for the collection of dry mixed recycle for assisted lift customers and those in city centre locations

### 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 Perth and Kinross Council Waste Management Plan was modified by the SEA process with the following main themes incorporated into the plan:
- promoting the SEA objectives by utilising the objectives when developing assessment criteria for the residual waste treatment procurement exercise
  - assumed mitigation through meeting modern regulatory standards and ensuring operator competency
  - provide education and awareness to reassure residents about impacts of any waste management facilities that may be used in the future by PKC. By providing up-to-date, relevant and researched information to residents would allow them to make informed opinions.
- 3.6 A post adoption statement, outlining how the plan incorporated the results of the Environmental Report, the responses received from the Consultation Authorities and other consultation responses, was prepared and submitted to the SEA Gateway once the Plan had been approved by the Council.
- 3.7 The post adoption statement contained information on how we would monitor the environmental effects of the Plan and the mitigation and enhancements proposed.

### Sustainability

- 3.8 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.
- 3.9 The actions contained within the Waste Management Plan are subject to both internal and external monitoring such as Scotland's Resource Sector Commitment and funding criteria and governance procedures related to external funding requirements.

### Legal and Governance

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

### Risk

- 3.11 Risks associated with individual actions are identified and managed accordingly through project implementation.

## **4. CONSULTATION**

### Internal

- 4.1 The Head of Legal and Governance and the Head of Finance have been consulted on the content of this report. Individual actions are consulted upon with relevant internal stakeholders.

### External

- 4.2 Individual actions are consulted upon with relevant external stakeholders.

## **5. COMMUNICATION**

- 5.1 The Waste Services Team engages in proactive communication with all known stakeholders for the delivery of domestic and commercial waste and recycling services.
- 5.2 Stakeholders may include elected members, focus group candidates, online communities, internal colleagues, external partner organisations and charitable groups, social housing providers and community organisations, geographic communities of interest and service users. Communications Plans are created for all significant campaigns and projects to identify the timeline for delivery.

## **2. BACKGROUND PAPERS**

- 2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report; (list papers concerned).
- report to the Environment Committee in November 2010 entitled Perth and Kinross Council Waste Management Plan 2010-2025 (Report Number 10/597)
  - report to the Environment Committee in June 2013 entitled Waste Management Plan 2010- 2025 Progress Report (Report Number 13/267)
  - report to Environment Committee in August 2013 entitled Containerisation of Waste in Perth City Centre (Report number 13/418)

- report to the Environment Committee in September 2014 entitled Waste Management Plan 2010- 2025 Progress Report (Report Number 14/364)
- report to the Environment Committee in June 2015 entitled Evaluation Report of the Improved Recycling Service Trial (Report Number 15/243)
- report to Environment Committee in November 2015 entitled Waste management Plan 2010-2025 – progress Report ( Report Number 15/532)
- report to Environment Committee in January 2016 entitled Perth and Kinross Zero Waste Communities (Report number 16/12)
- report to Environment Committee in March 2016 entitled Household Waste and Recycling Charter (Report number 16/140)
- report to Environment Committee in June 2016 entitled Introduction of a Trade Waste Permit System at Council Recycling Centres (Report Number 16/240)
- report to Environment Committee in September 2016 entitled Update on Perth and Kinross Council's Volunteer and Community Advocate Programme - Zero Waste Highland Perthshire (Report Number 16/372)
- report to Environment Committee in September 2016 entitled Household Waste and Recycling Public Satisfaction Survey (Report Number 16/371)
- report to Environment Committee in November 2016 entitled Waste Management Plan 2010-2025 - Progress Report (Report Number 16/491)
- report to the Environment, Enterprise and Infrastructure Committee in September 2017 entitled Zero Waste Update (Report Number 17/276)
- report to Environment, Enterprise and Infrastructure Committee in November 2017 entitled Waste Management Plan 2010-2025 - Progress Report (Report Number 17/377)
- report to Environment & Infrastructure Committee on September 2018 entitled Perth City Centre Containerisation (Report Number 18/271)
- report to Environment & Infrastructure Committee on November 2018 entitled Waste management Plan 2010-2025 – progress Report (

### **3. APPENDICES**

- 3.1 Appendix 1 - Perth and Kinross Waste Management Plan Action Plan – Update on Progress/New Actions
- 3.2 Appendix 2 - Summary of Highlights of Zero Waste Perth

## APPENDIX 1

Part 1 outlines the Action Plan to support the delivery of Perth and Kinross Council's Waste Management Plan 2010 – 2025. The last two columns indicate respectively whether the action has been achieved (Yes or No) together with an update on progress. Part 2 comprises new actions which are a continuation of the original actions in Part 1 and which are in line with the Waste (Scotland) Regulations 2012 and other recent national strategy developments. The Action Plan is a list of key activities which excludes recurring work activities.

In the table below:

- **Short term** means within 1 year
- **Medium term** means within 3 years
- **Long term** means more than 3 years
- **Ongoing** means existing action set to continue

Priority was scored taking into account landfill diversion, resource implications and statutory requirements.

If an action was completed and reported last year and there is no further update, it has been removed from the table and reference should be made to earlier progress reports for more information.

| No.                                   | Action                                                                                                | Timescale | Priority | Achieved<br>Y / N | Progress                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------|-------------------------------------------------------------------------------------------------------|-----------|----------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Waste Composition and Arisings</b> |                                                                                                       |           |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5                                     | Perth and Kinross Council to carry out annual waste composition analysis of household waste arisings. | Ongoing   | Low      | Y                 | <p>The Waste Analysis programme in 2018/19 included:</p> <ul style="list-style-type: none"> <li>• Household residual waste analysis carried out in Sep 2018 and March 2019 from areas of the New Household Waste &amp; Recycling Service (Tulloch, Crieff &amp; Auchterarder).</li> <li>• The average percentage of material in the residual waste that could be recycled or composted through the kerbside collection was 44.33%</li> <li>• Kitchen/food waste is the biggest single component found in the bin (33.55%)</li> <li>• Nearly a quarter of the residual waste bin is avoidable food waste (24.74%)</li> <li>• The introduction of the garden waste permit has had a limited impact on the amount of garden waste collected in the residual</li> </ul> |

| No.                              | Action                                                                                                                                    | Timescale   | Priority | Achieved<br>Y / N | Progress                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                  |                                                                                                                                           |             |          |                   | <p>bin. Garden waste is slightly higher than in previous years, equating to 2.96% of the bin.</p> <ul style="list-style-type: none"> <li>Only 9.63% of the residual waste content could be recycled in the blue lidded bin.</li> <li>A communications campaign is being run focussing on promoting the food waste recycling service.</li> </ul>                                                                                                                                                                                                                                                                                                                |
| <b>Recycling and Composting</b>  |                                                                                                                                           |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 26                               | Set a target of reusing, recycling/composting 80% of source segregated Recycling Centre waste by 2013.                                    | Medium term | Low      | Partial           | <ul style="list-style-type: none"> <li>The Recycling rate at Recycling Centres for 2018/19 was 69.7%. This is an increase of 0.8% on the previous year. In order to work towards increasing the recycling rate we are undertaking the following proposals:</li> <li>Identifying further opportunities to increase the range of materials collected (Action 24)</li> <li>Developing a Communications Campaign to raise awareness of the range of materials that can be collected for recycling and reuse at Recycling Centres.</li> <li>Introducing Performance Officers at HWRCs in 2020 as agreed through the 2019 Revenue Budget setting process.</li> </ul> |
| <b>Residual Waste Management</b> |                                                                                                                                           |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 31                               | Target promotion and enforcement of Council policies on presentation of waste and recycling bins in areas identified as requiring action. | Ongoing     | Low      | Partial           | <ul style="list-style-type: none"> <li>To enforce the Waste &amp; Recycling Bin Policy spot checks have been carried out to help support and encourage householders with extra capacity to maximise recycling.</li> <li>Partnership working between community waste advisers and street sweeping operatives to identify and record mis-presented or fly-tipped waste, with those found responsible contacted to</li> </ul>                                                                                                                                                                                                                                     |

| No.                        | Action                                   | Timescale | Priority | Achieved<br>Y / N | Progress                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------|------------------------------------------|-----------|----------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                            |                                          |           |          |                   | <p>advise of the correct disposal procedure and warned that non-compliance can result in fixed penalty notices.</p> <ul style="list-style-type: none"> <li>• The Waste team will carry out enforcement checks to ensure correct presentation and compliance with Regulations.</li> <li>• Application made to ZWS for funding support to help identify and tackle low performing areas. Work would look to establish baseline performance levels and evaluate intervention strategies to tackle contamination and participation.</li> </ul> |
| <b>Non-municipal Waste</b> |                                          |           |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 54                         | Roll out of City Centre Containerisation | Long-Term | Low      | Partial           | <ul style="list-style-type: none"> <li>• Perth City Centre Waste Containerisation proposal was approved at Environment &amp; Infrastructure Committee on 5 September 2018</li> <li>• The project was delayed until confirmation was given for Smart Waste Phase 2 which will fund the containers with pre-installed sensors.</li> <li>• Work on procuring the required bins with preinstalled sensors is underway with a view to implement the project by the end of 2019 (subject to container delivery timescales).</li> </ul>           |

Part 2 comprises new actions which are a continuation of the original actions in Part 1 and which are in line with the Waste (Scotland) Regulations 2012. The Action Plan is a list of key activities which excludes recurring work activities.

In the table below:

- **Short term** means within 1 year
- **Medium term** means within 3 years
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- **Ongoing** means existing action set to continue

Priority was scored taking into account landfill diversion, resource implications and statutory requirements.

If an action was completed and reported last year and there is no further update, it has been removed from the table and reference should be made to earlier progress reports for more information.

| No.                             | Action                                    | Timescale | Priority | Achieved<br>Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------|-------------------------------------------|-----------|----------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Actions Added in 2014</b>    |                                           |           |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Recycling and Composting</b> |                                           |           |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 62                              | Route Optimisation Project Implementation | Long-term | Medium   | Partial           | <ul style="list-style-type: none"> <li>• The Route Optimisation Project aims to utilise technology and software to improve the efficiencies of our waste &amp; recycling collections.</li> <li>• A route review of Perth city and surrounding area completed &amp; actioned in July 2019, with a secondary review completed in September 2019.</li> <li>• Review of Blairgowrie and Rattray area routes at the development stage.</li> <li>• Garden &amp; Food (brown bin) routes review in progress. Route changes, which incorporate existing and some planned new builds, planned to commence on 1<sup>st</sup> April 2020 when the 2020/21 Garden Permit starts. Future route planning will be undertaken for residual waste, recycling and garden &amp; food waste routes, taking into account planned future developments and new build properties.</li> </ul> |

| No.                                             | Action                                                                                       | Timescale   | Priority | Achieved<br>Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------|----------------------------------------------------------------------------------------------|-------------|----------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Actions Added in 2015</b>                    |                                                                                              |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Waste Prevention and Resource Efficiency</b> |                                                                                              |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 73                                              | Inveralmond Reuse Shop                                                                       | Medium-term | High     | Partial           | <ul style="list-style-type: none"> <li>A Phase 2 Application to Zero Waste Scotland's Circular Economy Investment Fund by the Council's preferred operator (PUSH) to fund the development of a Reuse Shop at Inveralmond Recycling Centre was submitted in November 2018, but the application was unsuccessful as it did not fully align with the funding criteria.</li> <li>PUSH had further meetings with Zero Waste Scotland to discuss the possibility of resubmitting the bid, but this has not been progressed.</li> <li>PUSH is considering the options to further develop their Reuse operations and it is preparing a plan to present to the Council with the intention to utilise the land in front of the Recycling Centre.</li> </ul> |
| <b>Actions Added in 2016</b>                    |                                                                                              |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>General</b>                                  |                                                                                              |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 78                                              | Commence Planning for Household Waste and Recycling Charter and associated Code of Practice. | Long-term   | High     | Partial           | <ul style="list-style-type: none"> <li>The Code of Practice is currently under review due to the Scottish Governments plans to implement a Deposit Return Scheme for beverage containers in Scotland.</li> <li>Waste services will continue to work closely with Zero Waste Scotland on the charter review and associated implementation planning.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                     |
| 79                                              | As part of the SMART Cities Project, pilot the use of sensors for Litter Bins and Recycling  | Short-term  | Low      | Partial           | <ul style="list-style-type: none"> <li>Smart Waste Phase 1 Complete – sensors installed on litter bins in Perth City Centre &amp; On-board weighing installed on commercial waste vehicles.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

| No.                                               | Action                                                                                                         | Timescale   | Priority | Achieved Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-------------|----------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                   | Bells and radio frequency identification tagging of commercial bins                                            |             |          |                | <ul style="list-style-type: none"> <li>• Work continues on how the returned data can be used to optimise collections.</li> <li>• The use of sensors will be expanded as part of Smart Waste Phase 2.</li> <li>• Options to use RFID tags in Commercial waste currently being explored; potential to link on-board weighing data to individual customers.</li> </ul>                                                                                                                                                                                     |
| <b>Waste Prevention &amp; Resource Efficiency</b> |                                                                                                                |             |          |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 83                                                | Install mini-glass recycling points as part of the new Household Waste & Recycling Service                     | Medium-term | High     | Partial        | <ul style="list-style-type: none"> <li>• A total of 60 additional mini-glass points were funded through Zero Waste Scotland funding support - project complete.</li> <li>• Installation of further glass points on hold until post DRS implementation.</li> <li>• Sensor technology installed to determine fill levels – data being used to optimise collections.</li> </ul>                                                                                                                                                                            |
| <b>Street Sweeping &amp; Litter</b>               |                                                                                                                |             |          |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 85                                                | Review of current approaches to litter enforcement and identify any opportunities for trialling new approaches | Short-term  | Medium   | Partial        | <ul style="list-style-type: none"> <li>• This has been undertaken to progress an action under the enforcement section of the Litter Action Plan (Approved at Environment Committee, 25 March 2015).</li> <li>• Following a review within Parking Services consideration has been given to including litter enforcement within the remit of this role and this is being taken forward with Parking Services.</li> <li>• An Enforcement Strategy, which includes actions for litter enforcement, will be brought forward to Committee in 2020.</li> </ul> |
| 86                                                | Investigate the use of 'Flymapper' and GIS for mapping fly-tipping incidents                                   | Medium-term | Medium   | Partial        | <ul style="list-style-type: none"> <li>• A mobile phone application has been developed for use by all street sweeping crews to enable them to log fly-tipping in the field.</li> <li>• Application now being actively used by Street</li> </ul>                                                                                                                                                                                                                                                                                                         |

| No.                          | Action                                                                                                                                                     | Timescale   | Priority | Achieved<br>Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                              |                                                                                                                                                            |             |          |                   | <p>sweeping crew's through-out PKC. Information returned is being used to tackle offenders i.e. issue warning letters, address commercial compliance.</p> <ul style="list-style-type: none"> <li>• Further roll-out to other relevant teams across the Council will be considered.</li> <li>• Work is ongoing with Zero Waste Scotland to integrate the information gathered locally with the national 'flymapper' system to enable sharing of the fly-tipping hotspots information and build a cross boundary picture of fly-tipping.</li> </ul>                                                                                                                                           |
| <b>Non-Municipal Waste</b>   |                                                                                                                                                            |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 88                           | Work in partnership with SEPA to undertake an enforcement initiative with businesses relating to the compliance with the Waste (Scotland) Regulations 2012 | Short-term  | Medium   | Partial           | <ul style="list-style-type: none"> <li>• Perth and Kinross Council are working in partnership with the Scottish Environment Protection Agency (SEPA), which regulates the duty to segregate material for recycling across Scotland.</li> <li>• Waste Services will continue to work with SEPA on delivering an enforcement protocol within Perth &amp; Kinross.</li> <li>• Perth &amp; Kinross will also deliver specific recommended actions to improve compliance and reduce contamination of food waste collected from commercial customers. This will support the roll-out of City Centre Containerisation by ensuring there is no trade abuse of the new domestic bin hubs.</li> </ul> |
| <b>Actions Added in 2017</b> |                                                                                                                                                            |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>General</b>               |                                                                                                                                                            |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 89                           | Deposit Return Scheme – Extended Producer Responsibility                                                                                                   | Medium Term | Medium   | N                 | <ul style="list-style-type: none"> <li>• In May 2019 the Scottish Government published the Deposit Return Scheme for Scotland design proposal.</li> <li>• The industry lead scheme will see a 20p deposit placed on all single-use</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                               |

| No.                                               | Action                                                                                                                        | Timescale   | Priority | Achieved<br>Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|-------------|----------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                   |                                                                                                                               |             |          |                   | <p>beverage containers made of PET plastic, cans and glass. The return to retail model will see all retailers who sell drinks containers having to also accept returned containers either over the counter or through reverse-vend machines.</p> <ul style="list-style-type: none"> <li>• The Scottish Government is aiming to introduce legislation by the end of the year. Once passed there will be a minimum 12 month implementation period.</li> <li>• The behaviour change scheme aims to improve recycling rate and reduce litter.</li> <li>• A future update will be brought forward to Committee once more detail is available.</li> </ul>                                                                                                                                                            |
| <b>Waste Prevention &amp; Resource Efficiency</b> |                                                                                                                               |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 91                                                | Work in conjunction with our consortium partners (Beautiful Perth and Perth College – Ecotechnic) to deliver Zero Waste Perth | Medium-term | Medium   | Partial           | <ul style="list-style-type: none"> <li>• Following successful award of the £300K to the Zero Waste Perth consortium in 2017, the campaign was fully mobilised at a launch event in November 2017.</li> <li>• In November 2017, 2 coordinators were employed for the delivery of the campaign on behalf of the consortium.</li> <li>• The Council continues to facilitate the stakeholder working group for the approval and delivery of the outputs agreed upon during the application stage.</li> <li>• To date, the campaign has delivered a series of communications, engagements, events and workshops to promote behaviour change and waste minimisation within Wards 11 and 12</li> <li>• From February – July 2019 the campaign took on the lease of a unit within St Johns Shopping Centre.</li> </ul> |

| No.                             | Action                                     | Timescale   | Priority | Achieved<br>Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------|--------------------------------------------|-------------|----------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 |                                            |             |          |                   | <p>The Zero Waste Walk-In acted as a community consultation hub for recycling promotion and reuse and upcycling workshops. Over 1000 people engaged with the campaign during this period</p> <ul style="list-style-type: none"> <li>• Construction of the Zero Waste Space, a community workshop and tool hub was delivered in partnership with The Bike Station, Perth. This will serve as a hub for reuse and repair opportunities and act as a major legacy for the project post March 2020.</li> <li>• A consultant has been appointed to scope out and develop a local food sharing network for Perth to be delivered in partnership with PKC and local enterprises.</li> <li>• Appendix 2 provides the key highlights for year 1 and year 2.</li> </ul> |
| <b>Recycling and Composting</b> |                                            |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 93                              | Self-Catering Properties Recycling Project | Medium-term | Medium   | N                 | <ul style="list-style-type: none"> <li>• The project will identify self-catering/holiday accommodation properties (non-domestic rates classification) and provide information on waste &amp; recycling services to ensure legal compliance.</li> <li>• Customisable materials and reusable recycling bags will be offered to accommodation providers with a Council collection contract to provide to their customers to support recycling.</li> <li>• To date 1 phase (of 9) has successfully been completed with 62% of properties choosing PKC to collect their waste. The remaining are fully compliant with waste contracts with alternative collectors.</li> <li>• Phase 2 has commenced; letters written and</li> </ul>                                |

| No.                                 | Action                                                | Timescale  | Priority | Achieved<br>Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------|-------------------------------------------------------|------------|----------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                     |                                                       |            |          |                   | <p>customers making contact.</p> <ul style="list-style-type: none"> <li>2 further phases to be completed by April 2020 and the remaining by end of March 2021,</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 94                                  | Re-introduction of Charging for Garden Waste          | Short-term | Medium   | Y                 | <ul style="list-style-type: none"> <li>58,289 out of 72,724 properties were eligible to participate in the brown-lidded bin service and they received a direct mailing in January 2019 inviting them to participate in the 2019/20 service.</li> <li>The 2019/20 annual garden waste charge is £30 per brown bin.</li> <li>Over 36,000 permits have been sold, generating over £1,090,000 of income to help off-set service costs.</li> <li>To date there has been 54% participation, with over 8% of eligible householders opting to have 2 permits. This is exactly the same uptake level as last year.</li> </ul>                                                                                                                                                  |
| <b>Street Sweeping &amp; Litter</b> |                                                       |            |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 95                                  | Code of Practice on Litter and Refuse (Scotland) 2018 | Short-term | Medium   | Partial           | <ul style="list-style-type: none"> <li>The Code of Practice provides practical guidance on fulfilling duties under the Environmental Protection Act 1990 to keep land free of litter and refuse and to keep roads clean.</li> <li>The revised CoPLAR was passed by Parliament in July 2018 and explains what the duties are, who is responsible, what types of land are in scope and how to zone land and roads based on the likelihood of issues arising.</li> <li>Actions will be taken forward to ensure compliance with the new 2018 CoPLAR guidance including taking a focus on litter prevention, a new monitoring regime and re-zoning.</li> <li>ZWS have developed and tested a new Litter Monitoring System (LMS)-</li> <li>All PKC land has been</li> </ul> |

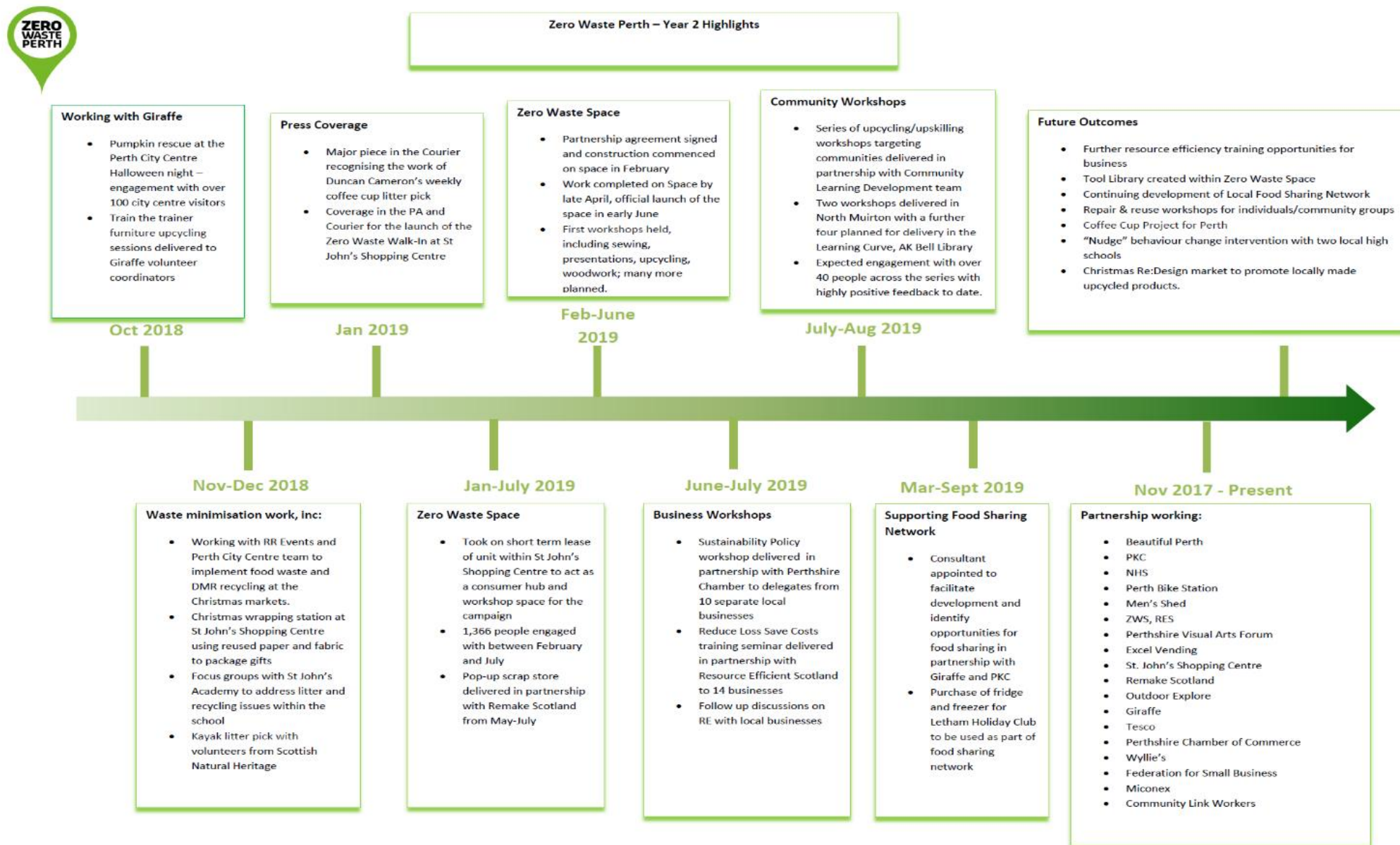
| No.                          | Action                                                   | Timescale   | Priority | Achieved Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------------|----------------------------------------------------------|-------------|----------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                              |                                                          |             |          |                | <p>zoned as per the requirements of the new system.</p> <ul style="list-style-type: none"> <li>Discussion relating to the transition and roll out of the new system are ongoing.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Actions added in 2018</b> |                                                          |             |          |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 97                           | Smart Waste Project – Phase 2                            | Medium-term | Low      | N              | <p>Expanding on the success of the Phase 1, Phase 2 will continue to focus on using technology to design and optimise Waste &amp; Recycling Services.</p> <ul style="list-style-type: none"> <li>Fill level sensors will be installed on more litter bins, domestic communal containers and recycling points to enable expansion of reactive servicing and establish more efficient collection routes.</li> <li>Install 'in-cab' technology which refers to the use of IT hardware and software within waste collection vehicle.</li> <li>Use Automatic Number Plate Recognition to identify abuse of domestic recycling centres by commercial businesses.</li> </ul>              |
| 98                           | Single Use Purchasing Policy for Perth & Kinross Council | Short-term  | Low      | Partial        | <ul style="list-style-type: none"> <li>A single use purchasing policy is being developed. It will scope out key single use items such as cups, and straws and other non-plastic items e.g. wooden coffee stirrers and individual coffee/sugar/milk sachets and cartons to be given further consideration.</li> <li>In June 2019, a survey was issued to all teams within PKC and associated partners who purchase single use items. The survey included questions on what the procured items are, quantities and if there were alternatives that could be purchased. On completion of the survey (September 2019) the findings were analysed and an action plan will be</li> </ul> |

| No.                          | Action                   | Timescale   | Priority | Achieved<br>Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------|--------------------------|-------------|----------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                              |                          |             |          |                   | <p>devised. A Policy, written in conjunction with PKC employees and arm's length colleagues such as Tayside Contracts, will be developed.</p> <ul style="list-style-type: none"> <li>• Early discussions are to take place with representatives from Education and Children Services on the back of the survey to start dialogue about potential quick wins which can be taken forward and act as case studies.</li> <li>• A further plan to relook at internal recycling and food waste prevention will also be considered.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Actions added in 2019</b> |                          |             |          |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 99                           | Eating Well, Living Well | Medium-Term | Y        | Partial           | <ul style="list-style-type: none"> <li>• The project 'Eating well, Living Well' has been allocated £50,000 of recurring funding through the Council Revenue budget. The funding has been provided to scope out the establishment of a social enterprise model that will assist with the re-distribution of food waste around Perth &amp; Kinross. The funding will be allocated through the Community environment Challenge Fund.</li> <li>• As part of the Perth &amp; Kinross offer, the Council are working with Zero Waste Perth, communities and partners to develop the Network.</li> <li>• Research has been carried out to identify existing community groups and enterprises currently meeting demand for food provision across Perth &amp; Kinross including food banks, holiday clubs and community meals.</li> <li>• Focus groups have been carried out in Letham, Blairgowrie and Rattray, Crieff and North Muirton</li> </ul> |

| No. | Action                                                       | Timescale  | Priority | Achieved<br>Y / N | Progress / Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|--------------------------------------------------------------|------------|----------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                                                              |            |          |                   | <p>with more scheduled to cover other ward areas. These focus groups looked potential mechanism for sharing food and establishing what the demand would be. These mechanisms include community cafes, community larders (fridges and freezers).</p> <ul style="list-style-type: none"> <li>• We are also working with Transform in Dundee (operate the Fareshare model), suppliers and business to identify what the supply potential is and this has included learning visits to relevant organisations.</li> <li>• A final report will be produced setting out the findings and next steps.</li> </ul> |
| 100 | Investigate procurement vehicle for Residual Waste Treatment | Short-term | Y        | N                 | <ul style="list-style-type: none"> <li>• The Council requires a long-term solution for residual waste once the current contract expires in 2022.</li> <li>• Options for the correct procurement vehicle and for working in collaboration with other local authorities will be explored and a procurement strategy will be developed.</li> </ul>                                                                                                                                                                                                                                                          |
| 101 | Asset Management Review of Waste & Recycling Infrastructure  | Short-term | Y        | N                 | <ul style="list-style-type: none"> <li>• An asset management review is being carried out which will consider Household waste Recycling Centres, Transfer Station and Depots.</li> <li>• The aim of the review is to develop a long-term strategic plan for ensuring that the infrastructure is fit for purpose, maximises performance, meets statutory requirements and provides cost effective network management and provides the public with the best possible service.</li> <li>• A report will be brought to a future Committee with the findings and recommendations.</li> </ul>                   |



## APPENDIX 2





## PERTH AND KINROSS COUNCIL

### Environment and Infrastructure Committee

30 October 2019

#### Perth and Kinross Outdoor Access Forum Annual Report 2018-19

#### Report by Executive Director (Housing & Environment) (Report No. 19/311)

This report summarises the activities and progress of the Perth and Kinross Outdoor Access Forum over the last year and recommends the appointment of one new member to the Forum.

### 1. BACKGROUND / MAIN ISSUES

- 1.1 Part 1 of the Land Reform (Scotland) Act 2003 requires local authorities to set up at least one local Access Forum and to appoint members to it. The Act states that the functions of a Forum are to:
- advise the local authority and any other person or body consulting the forum on matters having to do with:
    - the exercise of access rights
    - the existence and delineation of rights of way or
    - the drawing up and adoption of a plan for a system of core paths.
  - offer and, where the offer is accepted, to give assistance to the parties in any dispute about the above and the use of core paths in order to resolve the dispute
- 1.2 This report follows on from the previous report (Report No. 18/272 refers) to the Environment and Infrastructure Committee on 5 September 2018.

#### Membership

- 1.3 The Perth and Kinross Outdoor Access Forum (the Forum) has sixteen members. Twelve members are voluntary and represent the interests of landowners/managers, the community and recreation equally. These members are elected at an open meeting and their appointments confirmed by the Council's Environment and Infrastructure Committee. The remaining members represent agencies and other bodies and are invited onto the Forum and appointed by the Environment and Infrastructure Committee. The list of members and prospective members is shown in Appendix 1.

#### Annual General Meeting and Election

- 1.4 The Annual General Meeting (AGM) and election was held at the Council Offices at 2 High Street, Perth on 15 May 2019. In each group, members stood down to vacate seats for the election:

- in the Recreation Group, Sue James (Perth Mountaineering Club and the Mountaineering Council of Scotland) stood down due to other commitments. No replacement came forward for the AGM. However, in early September, Anne Macintyre applied for a place and she will be co-opted on, subject to Committee approval.
  - in the Communities Group, Jennifer Herd (British Horse Society) was re-elected with a particular remit from the British Horse Society to represent the interests of horse riders.
  - also in the Community Group, Peter Pearson, a founder member of the Forum, decided to stand down for personal reasons in August. Peter has made a significant contribution to the work of the Forum especially in relation to the Core Paths Plan and obstructions to access. His experience and insight has been very much appreciated and will be greatly missed.
  - in September, Alison Hood applied for a place and, subject to Committee approval, she will be co-opted on in the Community Group.
  - in the Landowners/Manager's Group, two vacancies were carried forward from 2018. Andrew Thompson and John Murray Lindsay were elected, but Mr Lindsay has subsequently reconsidered his position and withdrawn.
  - in terms of the Agencies and Other Bodies, these representatives will remain unchanged from 2018.
- 1.5 The Forum will seek to identify replacement members, where required, for later confirmation as per their Terms of Reference.

### **Activities September 2018 – August 2019**

- 1.6 Nick Cole and Peter Pearson were re-elected as Convener and Vice Convener respectively at the Forum Meeting on 15 November 2018.
- 1.7 Four ordinary meetings of the Forum took place and the Exemptions and Obstructions Sub Group met on four occasions to assist officers to resolve and prioritise obstructions to public access. There have also been ongoing discussions with the Obstructions Sub Group, to refine and improve the process for dealing with obstructions to ensure it is as efficient as possible within the resources available. This has resulted in cases being dealt with more quickly and an increase in the number of longstanding cases being closed.
- 1.8 Members attended other meetings including the National Access Forum, commented on the Exemption Order for the Solheim Cup and provided advice to the Council on a right of way issue in Blairgowrie.

- 1.9 Nick Cole, the Convenor of the Perth and Kinross Council Outdoor Access Forum, took up a position - representing local access forums - on the National Access Forum.
- 1.10 The Forum objected to the planning application for the stepped over bridge built to replace the level crossing at Panholes, Blackford and to the consequential diversion order for the core path and right of way. This matter will be resolved through the public enquiry process in due course.
- 1.11 The Council's Community Greenspace team manages the statutory functions in relation to the Land Reform (Scotland) Act 2003 and values the partnership relationship with the Forum. There is a wide range of activities undertaken in relation to the management and development of Core Paths and Rights of Way. Opportunities to involve the Forum in these, with their agreement, will continue to be sought. The Forum pages on the website at <http://www.pkc.gov.uk/article/15286/Access-forum> were updated as appropriate throughout the year.

## **2. PROPOSALS**

- 2.1 It is proposed that the appointments of new and existing members are confirmed as members of the Forum (Appendix 1) and that any casual vacancy arising is filled through recruitment by Forum members as detailed in the Forum's Terms of Reference. It is also proposed to continue to seek ways to work with the Forum to maximise the effective use of our collective resources to make the best of the exceptional landscapes, paths networks and access rights for all within Perth & Kinross.

## **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The Perth and Kinross Outdoor Access Forum has worked effectively in partnership with the Council during the period covered by this report. It has offered advice to the Council, other organisations and the public with reference to access rights.
- 3.2 It is recommended that the Committee:
- (i) confirms the appointment of three new member and the re-appointment of one member for a period of four years, and to confirm the members to be retained in their appointments for at least a further year all as recommended in Appendix 1.
  - (ii) delegates to the Executive Director (Housing & Environment) the filling of any casual vacancy arising in this period through recruitment by Forum members as detailed within the Forum's Term of Reference.
  - (iii) notes the activities and progress of the Perth and Kinross Outdoor Access Forum from September 2018 and ongoing commitment to maximise effective partnership working to make the best of the exceptional landscapes, paths networks and access rights for all within Perth & Kinross.

**Author**

| <b>Name</b> | <b>Designation</b>                      | <b>Contact Details</b>                         |
|-------------|-----------------------------------------|------------------------------------------------|
| Dave Stubbs | Greenspace Coordinator<br>(Communities) | 01738 475 000<br>HECommitteeReports@pkc.gov.uk |

**Approved**

| <b>Name</b>    | <b>Designation</b>                           | <b>Date</b>    |
|----------------|----------------------------------------------|----------------|
| Barbara Renton | Executive Director (Housing and Environment) | 4 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan

- 1.1 The proposals set out in this report relate to the delivery of the Perth and Kinross Community Plan in terms of the following 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
- (iv) Creating a safe and sustainable place for future generations

#### Corporate Plan

- 1.2 The proposals set out in this report relate to the achievement of the 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

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

## **Workforce**

- 2.2 There are no workforce implications arising directly from the recommendations in this report.

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

- 2.3 There are no direct asset management issues with this report although the Forum is a key organisation in assisting the Council with the management of Core Paths and Rights of Way networks.
- 2.4 There are no information technology implications arising from this report.

## **3. Assessments**

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).

- 3.2 The proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:

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

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The 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. 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 There are no direct impacts on sustainable development as a result of these proposals but securing the public access to the great outdoors contributes to the economic, social and environmental well-being of the area.

### Legal and Governance

- 3.7 There are no legal implications from this report.

### Risk

- 3.8 There are no risks arising from this report as the subject matter and procedures referred to are well established and on-going.

## **4. Consultation**

### Internal

- 4.1 The Head of Legal and Governance has been consulted on the content of this report.

### External

- 4.2 The Perth and Kinross Outdoor Access Forum has been consulted in the development of the proposals and the preparation of the report, and they are supportive of it.

## **5. Communication**

- 5.1 There are established regular meetings and communications between the Council and Perth and Kinross Outdoor Access Forum.

## **2. BACKGROUND PAPERS**

- 2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report; (list papers concerned)
- 2.2 Report to the Environment, Enterprise and Infrastructure Committee on 5 September 2018 (18/272).

## **3. APPENDICES**

- 3.1 Appendix 1 lists the members and new members of the Forum to be confirmed or retained in their membership of the Perth and Kinross Outdoor Access Forum.



## APPENDIX 1

**CANDIDATES FOR APPOINTMENT OR REAPPOINTMENT TO THE FORUM**

New members elected 15 May 2019 recommended for immediate appointment. Existing members who are recommended for reappointment for at least a further year

**Recreation Group**

| <b>Name</b>                                                             | <b>Organisation/ Interest</b>                                                                                                  | <b>Geographical knowledge/ home area</b> | <b>Notes/ profession</b>                                                                      |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-----------------------------------------------------------------------------------------------|
| Mary Conacher<br>Member since 2004<br>Re-elected 2018                   | Scottish Canoe Association (SCA),<br>Women's Rural Institute, Royal<br>Tay Yacht Club                                          | Highland/Alyth                           | Former SCA Access volunteer/retired<br>watersports instructor                                 |
| Karen Inkster<br>Elected 2017                                           | British Horse Society, Scottish<br>Rights of Way and Access Society<br>(Scotways)                                              | Perth Area                               | 20 + years in the outdoor industry.<br>Hillwalker, climber, horserider and<br>mountain biker. |
| John Andrews<br>Member since 2009<br>Re-elected 2017                    | Ramblers, Scotways, Scottish<br>Wildlife Trust, Luncarty Redgorton<br>& Moneydie Community Council,<br>National Trust Scotland | Perth Area/Luncarty                      | Former member of County Access<br>Liaison Committee - retired                                 |
| Anne Macintyre<br>Co-opted 2019<br><b>(subject to<br/>confirmation)</b> | Portmoak Paths Group                                                                                                           | Kinross-shire                            | Broad outdoor interests. Practical<br>involvement through paths group.                        |

## Community Group

| Name                                                              | Organisation/ Interest                                                                                           | Geographical Knowledge/<br>home area     | Notes/Profession                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Nick Cole<br>Member since 2004<br>Re-elected 2017                 | Strathmore and the Glens Rural Partnership. Meigle Community Trust. Next Steps & Stride for Life Walking Groups. | Highland & Lowlands/<br>Meigle           | Interests include environment and active recreation/Private Consultant in event planning and management. Also sits on the Cairngorms National Park Access Forum and Scottish Adventure Activities Forum. He is a trustee of Blairgowrie Town Hall and Treasurer of the Blairgowrie and Rattray Access Network. |
| Jennifer Herd<br>Elected 2019<br><b>(subject to confirmation)</b> | Member of British Horse Society, Strathearn Rural + Riders Access Group                                          | Highland and East Perthshire. Perth area | Broad experience particularly in negotiating equestrian access and representing the interests of horse riders                                                                                                                                                                                                  |
| Annie Benson<br>Elected 2018                                      | Rannoch Paths and Open Space Group (Rannoch Community Trust)                                                     | Highland Perthshire                      | Grew up on a farm. Broad understanding of access issues, tourism, disability, wild camping issues and a sensitivity towards farmers/landowners.                                                                                                                                                                |
| Alison Hood<br>Co-opted 2019<br><b>(subject to confirmation)</b>  | Luncarty & Redgorton Community Council                                                                           | Perth area                               | Broad understanding of access issues through work, voluntary and personal interests.                                                                                                                                                                                                                           |

### Landowner/Manager Group

| Name                                                                | Organisation/ Interest                                                                                            | Geographical Knowledge/<br>home area | Notes/Profession                                        |
|---------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------------------------------------------------------|
| Hugh Anderson<br>Member since 2004<br>Re-elected 2016               | Scottish Rights of Way & Access Society.                                                                          | Perth & Surrounding area/Scone       | Land & River Management. Retired Estate Factor          |
| Sandy Simpson<br>Member since 2005<br>Re-elected 2017               | Royal Highland Educational Trust,<br>Rural Services Scotland,<br>Perth and Kinross Agricultural Forum             | Perth Area                           | Farm Manager<br>Interested in all environmental issues. |
| Andrew Thompson<br>Elected 2019<br><b>(subject to confirmation)</b> | Extensive experience of public access and land management.<br>Previous member of the Forum in the Community Group | Strathearn                           | Landowner and woodland manager                          |
| Vacant                                                              |                                                                                                                   |                                      |                                                         |

## Agencies & Other Bodies

These members are not elected but have been invited to sit on the Forum by the Council.

| <b>Member</b>                                     | <b>Represents</b>                             | <b>Job Title</b>                                           | <b>Office Base/other interests</b>                                                                                                   |
|---------------------------------------------------|-----------------------------------------------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Councillor Michael Barnacle<br>Member since 2016  | Perth & Kinross Council                       | Councillor Ward 8<br>Kinross-shire                         | Kinross-shire Ward Councillor.<br>President of Crochallan Mountaineering Club. Member of John Muir Trust and Mountaineering Scotland |
| Mike Strachan<br>Member since 2007                | Scottish Forestry                             | Policy & Development Officer<br>Perth & Argyll Conservancy | Scottish Forestry, Upper Battleby.<br>Big Tree Country                                                                               |
| Bob Bennett<br>Member since 2015                  | Centre for Inclusive Living Perth and Kinross | Chairman                                                   | Perth                                                                                                                                |
| Karen Mitchell<br>Corresponding Member since 2013 | Scottish Natural Heritage                     | Operations Officer<br>Tayside & Grampian                   | Battleby, Perth                                                                                                                      |

**PERTH AND KINROSS COUNCIL**

**Environment and Infrastructure Committee**

**30 October 2019**

**Free Festive Parking 2019 and 2020**

**Report by Executive Director (Housing & Environment) (Report No. 19/312)**

This report recommends that the Free Festive Parking initiative operates on each weekend in December from Saturday 30 November until Sunday 29 December 2019 inclusive and on each weekend in December from Saturday 5 December until Sunday 29 December 2020 inclusive in all Council operated car parks across the whole Perth and Kinross area.

**1. BACKGROUND**

- 1.1 A free festive parking offering has been in place since 2012/13, initially as a Free after 2pm campaign.
- 1.2 Following a review of the impact of the Free after 2pm programme in 2016/17, feedback from the Perth Traders Association (PTA) was that, while a discounted parking scheme was welcome, the economic benefit of the Free after 2 scheme was difficult to quantify and was fairly limited. It was also perceived as a difficult offer to promote.
- 1.3 The PTA asked the Council to consider changing the Free after 2pm scheme to a Free Saturday Scheme during December 2017 for all car parks in Perth and Kinross. The primary reason for this was that changing trading patterns show that December is no longer the prime trading month for Christmas. In addition, patterns are changing so that Saturday is no longer necessarily the key trading day. Therefore, additional support to boost trade on Saturdays in December was requested.
- 1.4 This request for free Saturday parking during December 2017 was approved by the Council's Environment, Enterprise and Infrastructure Committee on 8 November 2017 (Report No.17/370 refers). The offer was repeated in December 2018 (Report No 18/365 refers).
- 1.5 Feedback on the Free Festive Parking scheme in 2018 was requested from city centre businesses as well as businesses across Perthshire and Kinross-shire. 17 responses were received from businesses (13 within Perth and 4 outwith) ranging from St John's Shopping Centre to smaller independent retailers.

1.6 A summary of the responses is provided below:

- 86% of businesses felt that the promotion encouraged people to stay longer
- 82% felt it was well advertised
- 83% said customers had mentioned using the free parking
- 80% felt it had a positive impact on their business
- 67% felt it brought additional footfall to their businesses
- 100% would be in favour of a similar promotion

1.7 Parking income from off street parking during November and December was as follows:

| Year    | November (£) | December (£) |
|---------|--------------|--------------|
| 2013/14 | 131,196      | 141,452      |
| 2014/15 | 131,914      | 146,204      |
| 2015/16 | 139,968      | 136,049      |
| 2016/17 | 110,335      | 108,776      |
| 2017/18 | 146,074      | 116,522      |
| 2018/19 | 141,259      | 107,879      |

1.8 Feedback via social media has been overwhelmingly positive with a large number of comments welcoming the Council's support for businesses.

1.9 Feedback from other digital marketing with the Courier, STV and Smooth FM also showed good levels of engagement.

1.10 Key learning from previous promotions was related to taking all steps possible through communication and engagement to make it clearer what the parking offer is, and which locations are included and excluded. To aid motorists, all parking meters in the free car parks will be shrouded each weekend in December 2019 and 2020. Appendix 1 details the participating car parks.

## 2. PROPOSAL

2.1 The specific proposal for Christmas 2019 and 2020 is free parking on each weekend in December from the weekend of Saturday 30 November/Sunday 1 December, until Sunday 29 December 2019 inclusive, and on each weekend in December 2020 in all Council operated car parks across the whole Perth and Kinross area. (Appendix 1).

2.2 It is proposed to use media and advertising to promote the offer, with an initial press release following Committee approval.

2.3 Based on current income levels from the car parks concerned, the cost of operating a "Free on Weekends" promotion in December 2019 and December 2020 in terms of lost income is estimated at approximately £25,000 per annum. This will require to be met from the Parking Services Revenue Budget

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 The offer of free festive parking has been, in general, well received by residents, visitors and businesses over the last 7 years. It has provided a tangible demonstration of the Council's commitment to supporting retailers and the local economy during the festive season.
- 3.2 It is recommended that the Committee agrees to offer free parking on each weekend in December from Saturday 30 November until Sunday 29 December 2019 inclusive and on each weekend in December from Saturday 31 November until Sunday 29 December 2020 inclusive in all Council operated car parks across the whole Perth and Kinross area. (Appendix 1).

#### Author

| Name        | Designation                                               | Contact Details                                                                                  |
|-------------|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Hunter Hope | Parking, Public Transport and Civil Contingencies Manager | 01738 475000<br><a href="mailto:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation                                | Date            |
|----------------|--------------------------------------------|-----------------|
| Barbara Renton | Executive Director (Housing & Environment) | 18 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

|                                                            |             |
|------------------------------------------------------------|-------------|
| <b>Strategic Implications</b>                              |             |
| Community Plan / Single Outcome Agreement /Perth City Plan | <b>Yes</b>  |
| Corporate Plan                                             | <b>Yes</b>  |
| <b>Resource Implications</b>                               |             |
| Financial                                                  | <b>None</b> |
| Workforce                                                  | <b>None</b> |
| Asset Management (land, property, IST)                     | <b>None</b> |
| <b>Assessments</b>                                         |             |
| Equality Impact Assessment                                 | <b>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>None</b> |
| External                                                   | <b>None</b> |
| <b>Communication</b>                                       |             |
| Communications Plan                                        | <b>Yes</b>  |

### 1. Strategic Implications

#### Community Plan

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

#### Corporate Plan

- 1.2 Perth and Kinross Council Corporate Plan 2018/2022 sets out five strategic objectives:
- (i) Giving every child the best start in life;
  - (ii) Developing educated, responsible and informed citizens;
  - (iii) Promoting a prosperous, inclusive and sustainable economy;
  - (iv) Supporting people to lead independent, healthy and active lives; and
  - (v) Creating a safe and sustainable place for future generations.
- 1.3 This report relates to Objective No (iii) 'Promoting a prosperous, inclusive and sustainable economy' and the outcome of 'Thriving, expanding economy' by encouraging and supporting tourism.

## 2. Resource Implications

### Financial

- 2.1 Based on current income levels from the car parks concerned, the cost of operating a “Free on Weekends” promotion in December 2019/20 and December 2020/21 in terms of lost income is estimated at approximately £25,000 per annum. This will require to be met from the Parking Services Revenue Budget.

### Workforce

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

### Asset Management

- 2.3 There are no asset management implications arising as a result 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 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. No further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

### Sustainability

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

### 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. Legal Services has been consulted on these proposals.

### Risk

- 3.6 Risks and the controls required to mitigate any risks will be reported through the Council's risk management process.

## **4. Consultation**

### Internal

- 4.1 Head of Finance and Legal and Governance.

### External

- 4.2 Perth Traders Association.

## **5. Communication**

- 5.1 Communication will be undertaken by the Council and businesses.

## **2. BACKGROUND PAPERS**

- 2.1 None.

## **3. APPENDICES**

- 3.1 Appendix 1 – List of car parks included in the scheme.

## APPENDIX 1

**Participating Car Parks**

Library East Car Park, Perth  
 Library West Car Park, Perth  
 Milne Street North Car Park, Perth  
 Milne Street South Car Park, Perth  
 West Mill Street Car Park, Perth  
 Mill Wynd Car Park, Perth  
 Mill Street East Car Park, Perth  
 Speygate Car Park, Perth  
 Canal Street Car Park, Perth  
 Charles Street Car Park, Perth  
 Leonard Street Car Park, Perth  
 Scott Street Car Park, Perth  
 Victoria Street Car Park, Perth  
 Back Wynd Car Park, Perth  
 Norrie Miller Car Park, Perth  
 Riverside Turning Head Car Park, Perth  
 James Square Car Park, Crieff  
 The Croft / Ericht Lane Car Park, Blairgowrie  
 Croft Lane / South Side Car Park, Blairgowrie  
 Leslie Street Car Park, Blairgowrie  
 Atholl Street Car Park, Dunkeld  
 Tay Terrace Car Park, Dunkeld  
 Ferry Road Car Park, Pitlochry  
 Rie-Achan Car Park, Pitlochry  
 Atholl Road Car Park, Pitlochry  
 Thimble Row Car Park, Perth  
 South Inch Car Park, Perth  
 Canal Street Multi Storey Car Park, Perth

**The following ON STREET car parking spaces are SPECIFICALLY EXCLUDED**

Cherry Lane/Union Street, Perth  
 Black Watch Gardens, Perth  
 Victoria Street, Perth



## PERTH AND KINROSS COUNCIL

### Environment and Infrastructure Committee

30 October 2019

### Consultation Reply on National Transport Strategy

#### Report by Executive Director (Housing & Environment) (Report No. 19/320)

Transport Scotland is currently undertaking a consultation on the draft National Transport Strategy (NTS) for Scotland, which is aiming to set a vision for the future of transport in Scotland for the next twenty years.

Perth & Kinross Council has prepared a reply to the Scottish Government's consultation on the National Transport Strategy for the Committee to approve the officers' reply.

## 1. BACKGROUND

- 1.1 Transport Scotland is currently undertaking a [consultation](#) on the draft National Transport Strategy (NTS) for Scotland, which is aiming to set a vision for the future of transport in Scotland for the next twenty years.
- 1.2 The consultation undertaken on the draft National Transport Strategy helps set the scope of the Strategy along with the Vision, Priorities and Outcomes. Transport Scotland is seeking views on whether the policies contained within the Strategy are the right ones to help deliver its vision.
- 1.3 The Strategy was developed in collaboration with over 60 partner organisations around Scotland to deliver a net-zero emissions transport system by 2045 as a key priority.

## 2. PROPOSALS

- 2.1 Within the National Transport Strategy there is an overarching Vision, which states *"We will have a sustainable, inclusive and accessible transport system, helping deliver a healthier, fairer and more prosperous Scotland for communities, businesses and visitors"*.
- 2.2 To achieve the Vision, there are four key priorities and associated outcomes. Under each of the four priorities, there are three outcomes which have been defined in the Strategy. These are:
  - (i) **Promotes equality**
    - Will provide fair access to services we need
    - Will be easy to use for all
    - Will be affordable for all

- (ii) **Takes climate action**  
Will adapt to the effects of climate change  
Will help deliver our net-zero target  
Will promote greener, cleaner choices
- (iii) **Helps our economy prosper**  
Will get us where we need to get to  
Will be reliable, efficient and high quality  
Will use beneficial innovation
- (iv) **Improves our health and wellbeing**  
Will be safe and secure for all  
Will enable us to make healthy travel choices  
Will help make our communities great places to live

2.3 Transport Scotland have identified that the strategy is for all of Scotland and have tried to recognise that there are key differences between our cities, towns, remote and rural areas and islands. The Strategy is for the whole of the transport system covering people and freight including why travel is undertaken and how the trips are made. This includes walking, wheeling (eg. skateboards, scooters, wheelchairs) cycling and travel by bus, train, car, lorry and plane.

2.4 The Strategy acknowledges that active travel can play a vital part in getting our nation to become a healthier place and tackle medical problems caused by poor levels of activity. To encourage people to consider alternatives to the car, it is considered that the transport system must be safe and secure.

2.5 Transport Scotland is currently seeking the views on the National Transport Strategy and Perth & Kinross Council has prepared a response to the consultation questionnaire. The responses can be found in Appendix 1. A series of consultation questions were prepared by Transport Scotland, which Perth & Kinross Council has replied to in italics, in Appendix 1. The deadline for the consultation was Wednesday 23 October 2019, although Council officers have requested an extension to this deadline, to allow this report to be considered by the Committee.

### 3. CONCLUSION AND RECOMMENDATION

3.1 It is recommended that the Committee approves the responses that officers have prepared in Appendix 1.

#### Authors

| Name                                               | Designation      | Contact Details                                                                                    |
|----------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------|
| Lachlan MacLean,<br>Margaret Roy &<br>Moray Fraser | Project Officers | 01738 475000<br><a href="mailto:TESCommitteeReoprts@pkc.gov.uk">TESCommitteeReoprts@pkc.gov.uk</a> |

**Approved**

| <b>Name</b>    | <b>Designation</b>                               | <b>Date</b>     |
|----------------|--------------------------------------------------|-----------------|
| Barbara Renton | Executive Director<br>(Housing &<br>Environment) | 22 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan                                      | <b>None</b>       |
| Corporate Plan                                      | <b>None</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

1.1 Not Applicable

#### Corporate Plan

1.2 Not Applicable

### 2. Resource Implications

#### Financial

2.1 No financial implications for this consultation exercise.

#### Workforce

2.2 No workforce implications for this consultation exercise.

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

2.3 No asset management implications for this consultation exercise.

### **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.

#### Sustainability

- 3.3 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. 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

- 3.4 There are no Legal and Governance implications as a result of this consultation response.

#### Risk

- 3.5 There are no significant risks associated with the responses to this consultation response.

### **4. Consultation**

#### Internal

- 4.1 The Depute Chief Executive has been consulted in the preparation of this report.

#### External

- 4.2 Not applicable.

## **5. Communication**

5.1 Not applicable.

## **2. BACKGROUND PAPERS**

2.1 *National Transport Strategy – Protecting Our Climate and improving Lives, Draft for Consultation* (Transport Scotland, July 2019)  
<https://www.transport.gov.scot/media/45149/national-transport-strategy-draft-for-consultation-july-2019.pdf>

2.2 *National Transport Strategy 2 - Draft for Consultation, Strategic Environmental Assessment Environmental Report* (Scottish Government, July 2019)  
[https://consult.gov.scot/transport-scotland/national-transport-strategy/user\\_uploads/environmental-report-290720191008f.pdf](https://consult.gov.scot/transport-scotland/national-transport-strategy/user_uploads/environmental-report-290720191008f.pdf)

## **3. APPENDICES**

3.1 Appendix 1 – National Transport Strategy Replies.

## Appendix 1

### NATIONAL TRANSPORT STRATEGY CONSULTATION REPLIES

#### Section A: The Vision and Outcomes Framework

Four Priorities each with 3 Outcomes

**Vision:** We will have a sustainable, inclusive and accessible transport system, helping deliver a healthier, fairer and more prosperous Scotland for communities, businesses and visitors.

#### Promotes equality

Will provide fair access to services we need  
Will be easy to use for all  
Will be affordable for all

#### Takes climate action

Will adapt to the effects of climate change  
Will help deliver our net-zero target  
Will promote greener, cleaner choices

#### Helps our economy prosper

Will get us where we need to get to  
Will be reliable, efficient and high quality  
Will use beneficial innovation

#### Improves our health and wellbeing

Will be safe and secure for all  
Will enable us to make healthy travel choices  
Will help make our communities great places to live

1. Is the Vision that is set out for the National Transport Strategy the right Vision for transport policy over the next 20 years?

*Yes - This vision is suitable for the next 20 years, as it can be scoped to help deliver the transport system that Scotland requires in the future.*

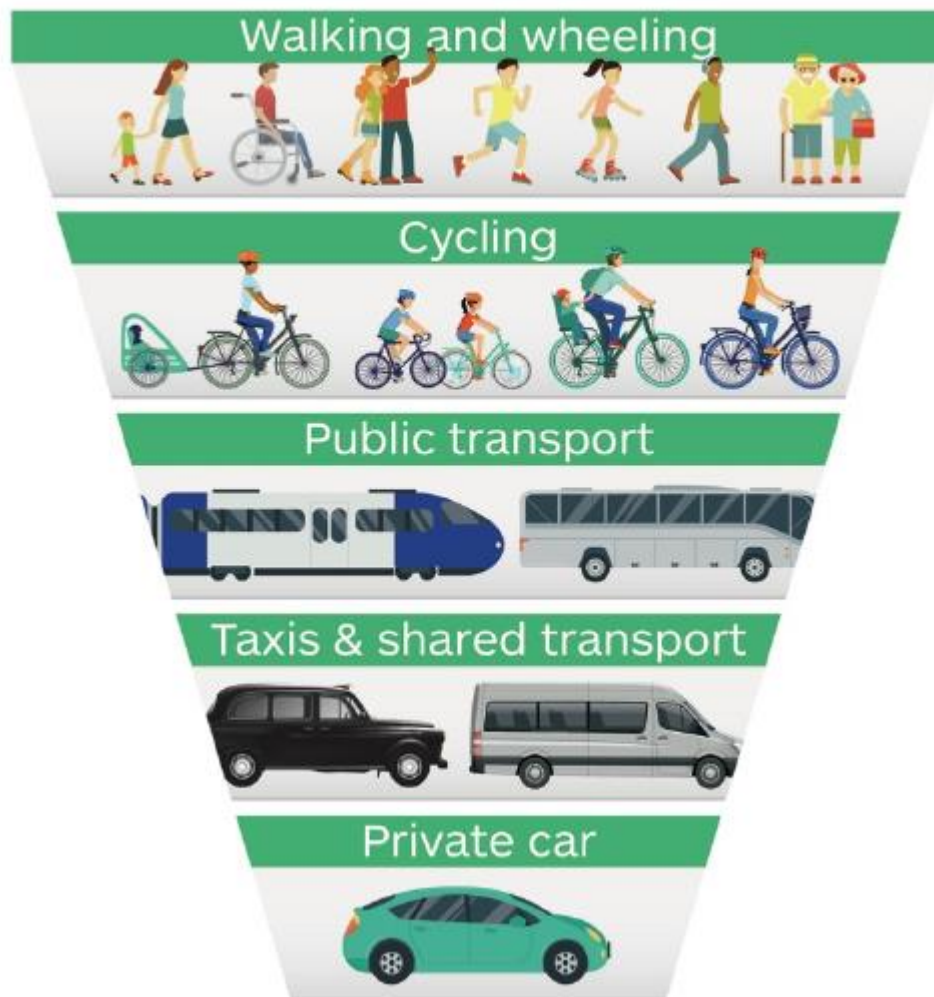
2a. Are the Priorities and Outcomes that the Strategy is trying to achieve the right Priorities and Outcomes for transport policy over the next 20 years?

*Yes - The Priorities and Outcomes are clear and can help Scotland deliver a transport system for communities, businesses and visitors.*

*Transport overarches almost every Government portfolio so it is crucial that transport is integral in key Government objectives such as Climate Emergency, Fairness, Tackling Poverty, Healthy Living, planning for an aging population and loneliness/isolation.*

*The Strategy identifies a number of key priorities in Chapter 2; however, these could do to be strengthened throughout the rest of the Strategy. In particular, the on Page 5 of the Strategy reference is made to the “whole transport system (people and freight)”, but in a number of places, including Figure 19 – Prioritising Sustainable Transport, this is very much a people focused hierarchy and does not take into account freight transport. The freight hierarchy should identify the methods with which are most preferred, whether this is rail, road, sea / harbour transport or air.*

# Prioritising Sustainable Transport



*In the section about “Takes Climate Action” Page 7, the strategy needs to be clearer about Private Car use, in particular we make reference to shared transport, which may require the use of a Private Car to participate in LiftShare scheme. Should the term “Single Occupancy Private Car Use” as used on Page 59 be used instead of Private Car? Are we looking to discourage Private Car Use, if so, then the cost and time of travelling by Private Car needs to be more expensive than travelling by Public Transport.*

*There are a number of key transport methods which have not been considered in the people focused hierarchy, such as Powered Two Wheelers, Ferry, Internal Air Travel and Scooters.*

*Page 6 makes reference to the protected characteristics and details them:*

*Will provide fair access to services we need: we have a duty to advance equality of opportunity and outcome, including the protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. If this is a Strategy for 20 years, it is likely that these will change and will become outdated, recommend removing the list and finishing with “including the protected characteristics for all”.*

*A key element to Scotland’s economy is tourism and the National Transport Strategy vision also takes this into account.*

2b. Are some of these Priorities and Outcomes more important than others or are they equally important?

*“Take Climate Action” is the most important priority as this must be tackled and resolved in order for the other outcomes to be sustainable. The nature of transport is such that delivering the outcomes for Climate Action will have unintended consequences which form other outcomes in the Vision. For example, new cleaner greener buses may facilitate and encourage modal shift as well as tackling climate emergency. Improved walking and cycling facilities will improve the health of the person undertaking the activity as well as improving air quality.*

*Beneath “Take Climate Action” all priorities and outcomes are equally important as they are all intertwined and necessary to deliver the overall vision.*

3. Are the Challenges the Strategy highlights in Chapter 3 the key Challenges for transport, or are there others the Strategy should focus on?

*The Strategy should focus on the following additional challenges:*

- *Promotion of an integrated travel card across the whole of Scotland for a range of transport methods from for example; rail, bus, tram, ferry and eBike*
- *Continue to promote the creation and use of Shared Use Transport whether that is Demand Responsive Transport or Community Based Transport Groups.*
- *Developing Electric Vehicle Networks, working with the private and public sector to strengthen the number of charge points and normalise these. For example, a potential project would be to create an Electric Fuel Station, in a similar layout to a Petrol Filling Station forecourt, in that there are a series of pumps, covered with a canopy. Car users in Scotland currently enter a Petrol Filling Station, which is a normalised activity; we need to do the same for electric vehicles to remove the barriers for this type of vehicle usage. Working with one of the supermarket retail groups to develop a forecourt for the future may be an interesting project.*

## **Section B: The Policies to Deliver the NTS**

Through the process to develop the National Transport Strategy, 14 policies have been identified that will deliver its Vision and Outcomes and address the Challenges. These are listed below:

- Plan our transport system to cope with the effects of climate change
- Continue to improve the reliability, safety and resilience of our transport system
- Embed the implications for transport in spatial planning and land-use decision making
- Integrate policies and infrastructure investment across the transport, energy and digital system
- Provide a transport system which enables businesses to be competitive domestically, within the UK and internationally
- Provide a high-quality transport system that integrates Scotland and recognises our different geographic needs
- Improve the quality and availability of information to enable better transport choices
- Embrace transport innovation that positively impacts on our society, environment and economy
- Improve and enable the efficient movement of people and goods on our transport system
- Provide a transport system that is equally accessible for all
- Improve access to healthcare, employment, education and training opportunities to generate inclusive sustainable economic growth
- Support the transport industry in meeting current and future employment and skills needs
- Provide a transport system which promotes and facilitates travel choices which help to improve people’s health and wellbeing
- Reduce the transport sector’s emissions to support our national objectives on air quality and climate change

4a. Are these the right policies to deliver Priorities and Outcomes of the National Transport Strategy?

*Within the current strategy it is unclear how the 14 policies relate to the 4 priorities and the resulting 3 outcomes for each priority. At the moment in the Strategy the reader has to piece the Policy with the challenge and the priority and outcomes, this should be much clearer in the plan. What is the challenge and what is the policy to address this? How is it planned to address the issue? This would help guide the reader through the Strategy and provide a clear correlation.*

*There are a number of policies could be grouped together such as Plan our transport system to cope with the effects of climate change and Reduce the transport sector's emissions to support our national objectives on air quality and climate change under the Take Climate Action heading to address the challenge of Global climate emergency or Air Quality.*

*It is key that overall planning is undertaken considering all modes of transport and purpose, so that there is no silo working, whereby solving one challenge could increase another challenge resulting in a new barrier. For example, reducing road space to construct cycle lanes without constructing bus lanes, resulting in the bus being held up and delayed with all other traffic. So suggest the wording in some of the policies be revised to reflect this.*

*The transport needs to be integrated as well as the policies so there is ease of transfer between modes – i.e one ticket for every mode you need to use for a seamless journey. Wording in the appropriate policies should be revised to reflect this point.*

4b. Are some of these policies more important than others or are they equally important?

*The policies within the strategy must align with funding streams that are available to address the challenges, whether that is Active Travel or the decline in bus usage. The funding available from the Scottish Government will dictate the importance of the policies.*

### **Section C: Transport governance – democracy, decision-making and delivery**

5a. Are there specific decisions about transport in Scotland that are best taken at the national level (e.g. by Transport Scotland or the Scottish Government), at a regional (e.g. by Regional Transport Partnerships), or at a local level (e.g. by Local Authorities)?

Please explain your answer, by providing examples of where you believe transport related decisions should be taken.

*With an ever changing employment market the travel-to-work areas are changing, the roles of Regional Transport Partnerships should be considered. Many commuter trips go from one Regional Partnership to another on a regular basis, meaning that the start or end of a trip may be in another Regional Partnership or local authority area. Within the Tactran area there are many trips that start or end outwith our Regional Transport Partnership area for example many trips arrive/depart the Fife area. These trips are undertaken using a range of transport methods, including bus and rail; therefore it is important that this is considered as part of any future governance model.*

*Regardless of the governance method there will be a crossover for decision making and delivery. Having 32 local authorities' means that there will be more crossovers, reducing this to the 7 Regional Transport Partnerships reduces this, but still does not eliminate the problems. If governance is to be delivered through Regional Transport Partnerships, then all 7 partnerships must have the capability*

*of delivering the same services across Scotland regardless of their location to ensure seamless travel and consistency. As it currently stands, this is not the case as detailed on Page 52.*

*As it currently stands local authorities play a vital role in the delivery of transport solutions from roads maintenance, co-ordination of local bus services, delivery of pupil transport to school, safer routes to school, road safety, delivery of infrastructure for the transport network, providing functions to other departments such as Planning Consultations for planning applications, co-ordination and monitoring of works within the public road boundary and many other roads related responsibilities.*

*Whilst there is a duplication of these services across local authority areas, there are differing pressures and priorities for rural and city authorities which becomes a challenge when delivering services, and particularly more so when delivering a regional approach to transport. If a regional approach to the delivery of public transport is proposed, it is vital that funding is ring-fenced and them managed by the local authority area to ensure there is adequate provision for local communities. To ensure adequate provision, a robust consultation and feedback exercise should be undertaken across the whole spectrum of the population and transport professionals can respond effectively to the travelling public requirements.*

*The overall national strategy and funding for public transport is best assigned at national level, with the actual transport planning and provision for each area being made at an appropriate level.*

*There is a need to engage with people at a local level to deliver tailored solutions. Whilst being supportive of the desire for collaboration between authorities where this can deliver efficiencies, it is essential that local context for decision making is maintained.*

*The outcomes from the Roles and Responsibilities Working Group should feed into the setup of any future work.*

5b. Should local communities be involved in making decisions about transport in Scotland? If so, how should they be involved, and on which specific issues should they be involved in making decisions on? Please explain your answer, by providing examples of which transport decisions local communities should be involved in, also suggesting how they should be involved.

*Local communities should be involved in scoping local transport solutions, such as Active Travel Infrastructure, Community Transport Projects and Public Transport. One way to help scope a project would be to use the Place Standard Tool with a focus on transport, to help direct the local communities' attention to address their needs for the future.*

*Engagement should be undertaken with the local community to help them understand any changes that are proposed to their local transport network, this may be through a drop in session, community council meeting/workshop or a survey available online or in paper format through a local media channel such as a local newsletter or paper. Local Communities should be involved in decisions regarding transport in Scotland as they are the people who need it and use it. However, we must ensure that all sectors of the local community get involved so all ages, genders, races, cultures and mobility.*

*Other stakeholders should also be involved such as local employers, transport operators across modes and community groups and so we can all work together to provide an integrated transport system and it is not just local government and individual transport operators making the decisions.*

*If changes to local transport networks do not include the views of local people, they can feel disenfranchised or peripheral to decisions affecting them, and then they may not use the infrastructure or services that are being provided.*

*For example if an inter-city coach company revise their timetable to resolve an issue at one part of the route it can result in a connection then being lost with a ferry on the other part of the route. So consultation is key between operators to prevent this.*

## **Section D: The Strategy as a whole**

6. Does the National Transport Strategy address the needs of transport users across Scotland, including citizens and businesses located in different parts of the country?

*The strategy needs to be clearer with links from the Priorities and Outcomes, through the challenges and then onto the policy. At the moment, it is a bit disjointed and could flow much better. It is not clear which policies and enablers are delivering the outcomes and challenges that Scotland faces.*

*There is a Sustainable Travel Hierarchy which focuses on passenger transport, but there is not a similar one for freight despite the strategy being for the whole of the transport network.*

*The strategy is supposed to deliver for the whole of Scotland, but the Sustainable Travel Hierarchy does not feature travel methods to and from islands such as ferry or air travel despite there being a Policy to "Provide a high-quality transport system that integrates Scotland and recognises our different geographic need", which is supposed to "Minimise the connectivity and cost disadvantages faced by island communities and those in remote and rural areas" and "Safeguard the provision of lifeline transport services and connections".*

## **Section E: Looking Ahead**

7a. What aspects of the transport system work well at the moment?

*The aspects of the Transport System that currently work well:*

- *The behaviour change programme that is currently delivered by Smarter Choices Smarter Places. Although ring fencing of any grant funding directly to the local authorities will remove some of the existing bureaucracy with third part involvement.*
- *The uptake of Electric Vehicles, currently in Perth & Kinross, there has been an annual increase of around 50% year on year for the number of individual charging sessions*
- *Ongoing implementation of off road cycle tracks beside canals, old railways etc is providing safer cycling routes*
- *Infrastructure and bus stations in the 4 major cities are up to date and modern*
- *Vehicles, ticketing and connections work well in the 4 major Scottish cities where there is high frequency, high quality vehicles so not long to wait if boarding a bus after alighting a train for example*

7b. What practical actions would you like to see the National Transport Strategy take to encourage and promote these?

*The strategy could promote a number of schemes such as:*

- *The promotion of the transportation of freight by rail, where the National Transport Strategy makes a commitment to set up local freight loading locations on existing rail infrastructure, thus reducing impact of road freight on the transport network. To enable this, dedicated freight*

*paths should be provided, to ensure frequent and regular services. Locations such as Inverkeithing, Halbeath, Perth or Dundee should be considered as rail freight hubs.*

- *The implementation of Freight Consolidation Centres for the distribution of freight and parcels. With the growth of e-commerce there is a plethora of LGV's networking across the whole of Scotland, many of which are doing similar routes. Having Freight Consolidation Centres could reduce the number of trips in rural locations, resulting in a reduction of vehicle emissions. The size and location of Perth and Kinross would be a location where such a trial could be undertaken.*
- *Continue to promote the use of public transport, with initiatives to help communities develop their own local transport solutions to help with social isolation and lack of serviced public transport routes.*
- *The simplification of the STAG process to quicken the process to help progress transportation projects through to completion.*
- *The National Transport Strategy should promote the use of autonomous vehicles in rural communities for public transport and a trial should be undertaken in a number of rural locations to test the viability of such an innovation*
- *Include public transport in the national school curriculum for both Primary and Secondary education*
- *Provide cycling lessons at all Primary Schools and also adult cycling lessons locally and ensure affordable bike hire is available so all can access cycling*
- *Ensure it is widely known about contactless payment on buses, availability of real time information and ticket offers*

8a. What aspects of the transport system do not work well at the moment?

*There are a number of aspects that do not work well at the moment and the following issues should be addressed:*

- *The distribution of grant aid to help local authorities deliver active travel infrastructure, should have a clear vision that small local schemes for local communities can deliver large benefits to that community. The process for unlocking the grant aid to help deliver this should be a clear and straight forward*
- *Integration of public transport is poor for rural communities, out with the four major cities in Scotland, local public transport frequency is poor, along with vehicle quality and bus stations are inadequate and unappealing*
- *Public transport for families can be very expensive. The rail industry has a family railcard and although some bus and coach operators offer group tickets these can still be costly. This is a barrier to those on low incomes as they cannot afford the travel and also a barrier to modal shift as car owners will continue using the car as it is less costly*
- *Lack of integration between rail, bus and ferry to facilitate seamless travel and modal shift*
- *Local bus revenue budget being non statutory and controlled by local government and thus lack of parity of local bus provision throughout the country as the budget setting is made at local level and is dependent on the views and budget decisions of the administration in each local area*
- *Lack of a cashless and ticketless system for public transport to help ease the transition from one mode to another*
- *Lack of funding for bus operators/local authorities to try out new innovative transport solutions such as trolleybuses*
- *Lack of bus priority on the transport network to encourage modal shift*
- *Lack of early morning bus services to encourage rural communities to use this as a viable option to travel to work*

- *Lack of cohesive active travel infrastructure, small parts of the network are missing, but struggle to find funding solutions to deliver these, as they are not deemed to be ambitious enough*
- *Funding for small Park & Choose sites should be considered to encourage communities to Car Share, use public transport, walk, cycle or wheel to their destination. The Park & Ride sites should be easily accessed, visible and have CCTV for security*
- *Where there are heavily congested parts of the transport system, there are issues for Shift Workers that are unable to change their travel patterns to take account of congestion e.g. NHS Nurses and Doctors who are unable to work flexible shift patterns or work from home*
- *The use of rail for the movement of freight, more locations should be considered for the moving of freight by rail*
- *Better working between local authorities and Transport Scotland's road operating companies*
- *Lack of facilities to help members of the public with mobility issues*
- *Too many apps being created to promote travel options*
- *Lack of an integrated travel card, such as an Oyster Card for the whole of Scotland covering all public transport modes*
- *STAG process can be cumbersome, which is not proportionate to the scale of the project. A simplified (STAG Type) lower key appraisal may be more appropriate.*

8b. What practical actions would you like to see the National Transport Strategy take to improve these?

*A re-think of the current subsidy system to the bus industry to encourage higher quality cleaner vehicles and lower fares for family groups and children country wide.*

*Bus travel should also be marketed as an attractive alternative to single vehicle car occupancy and a responsible choice to change attitudes such as buses are "for poor people" and that buses are "loser cruisers".*

*Clarity should be provided for future funding of major committed transport scheme, such as STPR2, A9, A96 and Dundee Bypass.*

9. Chapter 6 of the Strategy sets out immediate actions the Scottish Government will take in three key areas: Increasing Accountability; Strengthening Evidence; and Managing Demand. Is there anything you would like to say about these actions?

*In Chapter 6, under the Increasing Accountability section, if a regional model of delivery is the way forward, a decision needs to be made on the best way to deliver this, is it through Regional Transport Partnerships or is it through more encompassing City Deal Partnerships with the advantage of linkages to Planning and Economic Development.*

*When the Transport Strategy Delivery Board meets it should consist of a cross section across both the local and national governments, transport operators, charities, user groups, professional bodies such as CILT, ATCO and CPT. There must be a combination of strategic, user and operational expertise.*

*Local authorities should be accountable if they implement initiatives that are in conflict with the National Transport Strategy, e.g. availability of parking spaces in city centres.*

*Rather than setting up a Citizens Panel, it would be beneficial if transport bodies link into the existing and developing, engagement networks which have already been established through local authorities. The established local authority engagement networks should be promoted to encourage*

*a varied gender, age, culture, etc to attend to ensure that it isn't the same demographic that sits on such a panel.*

*In terms of strengthening evidence, all local authorities should be required to submit agreed key performance indicators annually to national government and this should be highlighted in the public domain so that the outcomes of the strategy are visible and measured.*

*Whilst it is fully appreciated why walking, wheeling and cycling are at the top of the sustainable hierarchy, we must be mindful that the sustainable investment hierarchy does not impact adversely on local bus provision. We have an ageing population and bus services are currently the most effective form of accessible mass transit. Bus operators are declining in numbers and if they are compromised in the hierarchy of investment that could lead to increasing many of the challenges rather than solving them. Also there may be an unintended consequence that the cost of statutory school transport rises if an operator is only undertaking school transport contracts if they withdraw from operating local bus services due to lack of investment.*

10. Is there anything else you would like to say about the National Transport Strategy?

*The existence of the National Transport Strategy along with its delivery and outcomes should be consistently promoted and in the public domain so that it is kept in the public eye and very visible in order to assist the success of its objectives.*

*Partnership working between the local authorities and the trunk road authorities should not be a barrier to improving infrastructure and thus improving public transport facilities. For example if a local authority wished to install a bus shelter on a trunk road but the trunk road authority would not co-operate in the installation despite there being no road safety issues*

*There will need to be co-operation between all partners and the commercial bus operators to ensure the objectives of the strategy are met. Also, vehicle design should be conducive to the strategy as some operators buy and operate vehicles to hospitals with high steps rather than low floor and that is a barrier to many passengers to be able to access them.*

*In the Gender inequalities section, is the any evidence in Scotland to support the statement "14% of women travelling to work during the morning peak did not go directly from home to work, compared to 7% of men", Page 15, there is also no reference to this data source.*

*It is important that the National Transport Strategy takes account of current and emerging trends, legislation and other strategies, such as Planning Act, Clean Air for Scotland and Climate Change. It would be useful to identify and reference which existing policies fall within the priorities that have been identified, so that there is a clear correlation between them all.*

## **Section F: Strategic Environmental Assessment (SEA)**

11. What are your views on the accuracy and scope of the information used to describe the SEA environmental baseline set out in the Environmental Report?

*There appear to be a number of key statements in the SEA which have not been referenced in a few locations such as "Transport, including international aviation and shipping, was the largest source of net greenhouse gas emissions in Scotland in 2016", on Page 38, this could be referenced back to previous references, as you may decide to only read a particular section of the report.*

12. What are your views on the predicted environmental effects as set out in the Environmental Report?

*It is hard to predict the environmental effects of a Strategy until it is being delivered. A change in political make up may change the overall delivery of the plan.*

13. What are your views on the proposals for mitigation and monitoring of the environmental effects set out in the Environmental Report?

*Any monitoring that is being undertaken should draw data from local authorities and third sector organisations. There are a number of modal counters across Scotland owned and operated by a number of organisations, so a framework should be set up to collect all the data and report into the success of the strategy.*

14. Is there anything else you would like to say about the Environmental Report?

*Possibly put the references at the end of the report, so that if they are used a number of times, they can be referenced again.*

*It may have been helpful to drill down some of the statistics by area. For example the figure that “approximately 34% of all car journeys in Scotland are less than two miles and could be covered by bicycle or foot” is quite a general almost sweeping statement – is there not geographical variations? For example this may be the case in Edinburgh but is it the case in the Black Isle?*

**PERTH AND KINROSS COUNCIL**

**Environment and Infrastructure Committee**

**30 October 2019**

**North Inch Golf Course Annual Report 2018/19**

**Report by Executive Director (Housing and Environment) (Report No. 19/313)**

This report brings forward the North Inch Golf Course - Annual Report 2018/19, based on the previously approved Business Plan.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 In March 2016, the Environment Committee approved the North Inch Golf Course – Business Plan (Report No.16/141 refers). The Business Plan was developed in order to deliver an improving service that reflects the demands of its users while providing Best Value.
- 1.2 The North Inch Golf Course Business Plan primarily focuses on retaining and strengthening the relationship with existing users through continuous consultation. This is to ensure that the golf course remains both affordable, accessible and enjoyable to play, while adding further value through season tickets.
- 1.3 It also emphasises the need to gain new customers by raising awareness of the North Inch Golf Course within the catchment area, as well as targeting the Perthshire visitor market.
- 1.4 Over a 6 year period, it sets out an action plan for both promoting and developing the course. This is with a view to improving the users' perception of the course, reducing the operating deficit and aspiring to achieve full cost recovery.
- 1.5 In terms of delivering these objectives, the aim of the North Inch Golf Course is to provide a well maintained, accessible and affordable golf facility. Promoting a family centred, healthy lifestyle in a friendly and relaxed atmosphere, the focus of the business plan is on the following core areas of:
  - golf course maintenance
  - attracting and retaining season ticket holders
  - visitor golfers
  - partnerships and outreach
  - creating new golfers – ladies, gents & juniors
- 1.6 For each of these core areas, Key Performance Indicators (KPIs) were developed to determine whether the objectives are on track. These are reported on and highlighted within Appendix 1 and 2.

- 1.7 At a national level, golf in Scotland finds itself at a crossroads. In the last decade, the number of adult playing members has decreased significantly to below 200,000 members, offset by an estimated 750,000 non-members who play the game in Scotland every year.
- 1.8 In addition, almost 90% of registered members are age 35 or over, with the majority of members between the age of 55 and 74.
- 1.9 Dundee City Council have recently announced the closure of Camperdown Golf Course from 1st April 2020, due to reduced usage and increased subsidy. This will leave Dundee with a single public golf course at Caird Park.
- 1.10 Golf in Scotland requires a new direction to provide greater opportunity for investment and growth to support clubs and players at all levels. Recent years has seen ever decreasing resources being invested in golf in Scotland from membership affiliation income, commercial revenue and funding partners. Scottish Golf have developed a new Scottish Golf Strategy for 2019-2022.
- 1.11 Already, the recent merger of the Scottish Golf Union and Scottish Ladies' Golfing Association has given Scottish Golf a platform on which to undertake the next phase of the modernisation programme. This includes significant growth in revenue generating investment to deliver in five key areas by 2022. The following paragraphs outline these areas with the work the Council has undertaken to address them.
- 1.12 The Scottish Golf Mission is intended to deliver:
- **Stronger clubs at the heart of their community.**
    - The Council is working with North Inch Golf Course User Group and Perth Artisan Golf Club with a view to potentially move the operation of the golf course to the Perth Artisan Clubhouse, located next to the second tee. The current golf starter's box is inadequate for the continued development of the golf course. There are currently no welfare facilities for staff or users, no running water and no meeting space. The Perth Artisan clubhouse has changing rooms, welfare facilities (gents and ladies) and a club room, which can seat around 30 people. The clubhouse is currently under-utilised and Perth Artisan golf club are keen to see it used to its full potential. A 4-week trial of operating from the clubhouse was undertaken during April/May this year. During this time a parking survey was undertaken and feedback of the change was sought from users. North Inch Golfers Group are due to evaluate the data and decide upon the next step at their meeting in October. The outcome of this meeting will then be communicated with all golf course users and other interested parties.
  - **Growth in participation leading to a growth in membership.**
    - North Inch Golf Course has grown its junior season ticket holders from only 5, to 65 and now boasts one of Perthshire's largest junior sections. Weekly coaching sessions are held for young golfers, along with Easter and Summer golf camps. Multiple categories of season ticket have

been introduced to attract the underrepresented 19 to 29 year old players, helping transition them from junior golfers to full season ticket holders. Over a 4 year period, we have increased our overall season ticket holder numbers from 175 to 363 (207%).

- **To develop winning golfers at all levels of the game.**
  - Introductory golf lessons are run as part of a 'Get into Golf' season ticket. These sessions are open to both gents and ladies and they are seen as a great way to bring the entire family to golf. This will help nurture new golfers into potential competitive players in the future.
- **To lead and influence positive change within the game.**
  - For the past 3 ½ years, North Inch Golf Course has been involved in running 'Golf Memories' group, along with the Council's equalities team and in conjunction with Alzheimer Scotland. Golf Memories gives dementia sufferers the opportunity to play the game they previously enjoyed but had to give up. The group feel achievement through their play and are competitive in the weekly putting competition. These sessions run 44 weeks per year.
- **Scotland playing a leading role in the development of golf**
  - North Inch Golf Course is a member of 'Golf Perthshire' which is a joint marketing group made up of Perthshire Golf Clubs, accommodation providers and visitor attractions. Perthshire is being marketed as the world's most 'family friendly' golf destination. Every golf club in the county has agreed to offer free green fee tickets to any junior golfers playing with a paying adult. At the North Inch, we enhance this by offering free golf club hire to both adults and juniors, helping make access to the sport even more affordable. Our Golf Course Officer, Niall McGill is currently Chairman of Golf Perthshire.
  - With the Solheim Cup being played at Gleneagles in 2019, we have been working in conjunction with North Inch Golf User Group to grow and develop golf on the North Inch. This is a great opportunity to benefit from the profile that Perthshire golf will have as a result of the event. North Inch Golf Course has run a series of women, girls and family golf taster sessions. These have been really well received with every session being fully booked. This has resulted in over 100 people taking part in golf coaching activities at North Inch. A hickory golf event was played during the week of the Solheim Cup. This highlighted the history of North Inch Golf Course, with participants playing golf using historic wooden shafted clubs, before going to Royal Perth Golfing Society (the world's oldest Royal club).
  - A new layout for our footgolf course located directly adjacent to the 1<sup>st</sup> hole of the golf course was opened in June 2018. This has increased availability for play by being open 7 days a week. This has proven popular and has helped increase revenue.

1.13 The maintenance of North Inch Golf Course was brought back in house from April 2018 when the previous contract ended. The green keeping staff

transferred into the Council and became part of the Community Greenspace team, working under the direction of the Golf Course Officer. The in house operation has increased capacity allowing for a wider scope of works to be carried out. Remedial and improvement works can now be undertaken 'in house' which has already seen the complete reconstruction of the 6<sup>th</sup> hole teeing area. This work would have previously incurred a cost of around £5,000 to £7,000. The in-house operation has also allowed us to explore opportunities with local golf clubs to share resources, such as specialised maintenance equipment.

- 1.14 The summer of 2018 could not have been any different to that of 2017. We were bathed in sunshine over the summer months, as opposed to the wettest summer for 90 years the previous year. The favourable weather and continuing improvement to the golf course condition saw a marked improvement to income (£113,995 vs £82,454), an increase of £31,541. The VAT exemption, effective 1<sup>st</sup> April 2018 accounted for £18,341 of this increase and the balance of £13,200 from trading. More detailed information can be found in Appendix 1 and 2.
- 1.15 The result of improved trading over the past 4 years has been a significant reduction in the annual subsidy required by the golf course. In 2014/15 the golf course required subsidy was £167,518, although this reduced to £82,186 in 2018/19, which is ahead of the business plan projection of £93,513. In light of this, there has been investment in some maintenance equipment for the golf course. This will help reduce future budget pressures and further improve conditions and as a result, potential revenue.
- 1.16 At the Council's revenue budget setting meeting in February 2018 (Report No.18/47 refers), it was agreed to remove the North Inch Golf Course subsidy in financial year 2020/21, moving to full cost recovery. This is one year ahead of the business plan and could potentially result in a budget pressure in financial year 2020/21. Nevertheless, every effort will be made to deliver this objective and the budget will be closely monitored.
- 1.17 Therefore, in line with the North Inch Golf Course business plan and with the objective of attaining full cost recovery, annual season ticket prices will need to increase by 15-20% in financial year 2020/21. Current season ticket prices are approximately 60%, or less than that of local private member club fees. With the improved condition of North Inch Golf Course, it is believed that the proposed increase in costs will remain exceptional value for money and will still only reach 65% of private club fees in the event that they do not also increase costs. It should be noted by comparison, that Dundee City Council's decision to close Camperdown Golf Course was based on saving a subsidy of over £400,000 for a diminishing number of users.
- 1.18 In late 2017, The Court of Justice of the European Union found, in the case of the London Borough of Ealing (Case C 633/15), that the UK had incorrectly excluded local authorities from the VAT exemption for the provision of sporting facilities. Local authorities had been excluded from the exemption to ensure that there was no distortion of competition. However, the court decided

that any restriction on those grounds had to be applied to both public bodies, as well as private non-profit-making bodies providing sporting facilities. It followed that local authorities were entitled to treat those supplies as exempt from VAT, provided that they did so on a consistent basis. HMRC has accepted the decision. As a local authority run golf course, we had been at a competitive disadvantage with private members golf clubs who have been exempt of VAT. From 1<sup>st</sup> April 2018, VAT has no longer been charged on annual season tickets or daily green fees, but charging is still based on the equivalent of the VAT inclusive rate to maintain income generation, and address the issues outlined in section 1.16.

## 2. PROPOSALS

- 2.1 In order to keep the Committee informed of progress against the business plan, it was agreed that annual reports be brought before the Committee in November each year, covering the preceding financial year. This annual report for 2018/19 highlights a favourable performance against the Key Performance Indicators in the business plan, including season ticket holder levels, visitor rounds and actual income against the financial projections. It is, therefore, proposed that the current management arrangements for the golf course are fully supported and endorsed to ensure this excellent performance is maintained.

## 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 The implementation of the 6 year North Inch Golf Course Business Plan has seen increased levels of income, activities and positive reviews of the North Inch Golf Course. This is in line with projections within the Business Plan at this stage.
- 3.2 It is therefore recommended that the Committee:
- (i) notes the North Inch Golf Course Annual Report 2018/19.
  - (ii) requests that the Executive Director (Housing and Environment) brings the 2019/20 Annual Report to Environment and Infrastructure Committee in November 2020.
  - (iii) requests that the Executive Director (Housing and Environment) brings a realigned and extended business plan to the Environment and Infrastructure Committee in November 2020

### Authors

| Name         | Designation                            | Contact Details                                                                                   |
|--------------|----------------------------------------|---------------------------------------------------------------------------------------------------|
| Niall McGill | Golf Course Officer                    | <a href="mailto:HECommitteeReports@pkc.gov.uk">HECommittee Reports@pkc.gov.uk</a><br>01738 475000 |
| Andy Clegg   | Community Greenspace Manager (Interim) |                                                                                                   |

### Approved

| Name           | Designation                                  | Date            |
|----------------|----------------------------------------------|-----------------|
| Barbara Renton | Executive Director (Housing and Environment) | 18 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 This section sets out how the proposals relate to the delivery of the Perth and Kinross Community Plan / Single Outcome Agreement in terms of the following priorities:
- (i) Giving every child the best start in life
  - (ii) Developing educated, responsible and informed citizens
  - (iii) Promoting a prosperous, inclusive and sustainable economy
  - (iv) Supporting people to lead independent, healthy and active lives
  - (v) Creating a safe and sustainable place for future generations
- 1.2 This report relates to (i) to (v) above by providing a well maintained, accessible and affordable golf facility. Promoting a family centred, healthy lifestyle in a friendly and relaxed atmosphere.

#### Corporate Plan

- 1.3 This section sets out how the proposals relate to the achievement of the Council's Corporate Plan Priorities:
- (i) Giving every child the best start in life;
  - (ii) Developing educated, responsible and informed citizens;

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

- 1.4 This report relates to (i) to (v) above by providing a well maintained, accessible and affordable golf facility. Promoting a family centred, healthy lifestyle in a friendly and relaxed atmosphere.

## **2. Resource Implications**

### Financial

- 2.1 There are no resource implications arising from the report outwith the existing budget for the North Inch Golf Course.

### Workforce

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

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

- 2.3 The potential shared use of the Perth Artisans clubhouse would see improved welfare facilities for staff and users.

## **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.
- 3.2 Carrying out Equality Impact Assessments for plans and policies allow the Council to demonstrate that it is meeting these duties.
- 3.3 The function, policy, procedure or strategy presented in the North Inch Golf Course Annual Report 2018/19 was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- Assessed as relevant for the purposes of EqIA, with a positive impact, that retention of the North Inch Golf Course supports less mobile golfers, due to the Course's relatively short distance and flat topography.

### 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. The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is

required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

### Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.6 The proposals have been assessed in terms of the requirements to manage the Council's Greenspace assets in a sustainable long term way.

### Legal and Governance

- 3.7 The Head of Legal and Governance and the Head of Democratic Services have been consulted on the content of this report.

### Risk

- 3.8 The business plan will be subject to influences from the wider golf market.

## **4. CONSULTATION**

### Internal

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

### External

- 4.2 The North Inch Golf Course User group have been consulted.

## **5. COMMUNICATION**

- 5.1 The Annual Report will be communicated to the North Inch Golf Clubs and Users

## **2. BACKGROUND PAPERS**

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

- Report to the Environment Committee in March 2016 entitled North Inch Golf Course – Business Plan (Report Number 16/141)

- Report to the Environment, Enterprise and Infrastructure Committee in November 2017 entitled North Inch Golf Course Annual Report 2016-17 (Report Number 17/368)
- Report to the Environment and Infrastructure Committee in November 2018 entitled North Inch Golf Course Annual Report 2017-18 (Report Number 18/369)

### **3. APPENDICES**

- 3.1 Appendix 1: North Inch Golf Course Performance Summary Report 2018/19.
- 3.2 Appendix 2: North Inch Golf Course Annual Report 2018/19.

## 2018/19 Performance Summary Report



**Total Income £113,995**  **38%**

£82,454 in 2017/18 & £79,123 in 2016/17

User Satisfaction

**5% over target**



85% of Users are happy  
with the golf course condition  
against target of 80%

Volunteer Days

**44% over target**



52 volunteer days  
against a target of 36

Visitor Rounds Played

**5% under target**



3748 visitor rounds of golf played  
against target of 3947.

New Golfers

**43% over target**



43 new golfers created against a  
target of 30

Successful first year of in house  
maintenance operation, creating  
increased capacity, improved  
conditions and delivered within budget.





## APPENDIX 2

| Core Area - 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Golf Course Maintenance |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Strategy Statement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                         |
| <p><b>We will aim to continue to deliver a golf course in the condition desired by our users, with focus on great greens. We have a long-established course that is enjoyed by season ticket holders and visitors alike thus our aim is to remain, primarily, a relaxing and enjoyable course layout.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |
| SMART Objectives                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                         |
| <p><b>SPECIFIC – MEASUREABLE – ACHIEVABLE – REALISTIC – TIMED</b></p> <ul style="list-style-type: none"> <li>• <i>Increase communication on course maintenance works with users. (2 x per calendar month).</i> <ul style="list-style-type: none"> <li>○ <b>A regular email newsletter is being sent out to our database of users.</b></li> </ul> </li> <li>• <i>Promote user engagement in course management through volunteer days</i> <ul style="list-style-type: none"> <li>○ <b>52 volunteer days recorded in 2018/19</b></li> </ul> </li> <li>• <i>Reconstruction of 6<sup>th</sup> teeing area, then turf 300m<sup>2</sup>. To be completed and back in play April 2019</i> <ul style="list-style-type: none"> <li>○ <b>Completed</b></li> </ul> </li> <li>• <i>We will maintain an 80% or higher user satisfaction level for the golf course maintenance during our annual survey.</i> <ul style="list-style-type: none"> <li>○ <b>2018/19 user survey produced 85% satisfaction.</b></li> </ul> </li> <li>• <i>To manage the cost of 'in house' green keeping team. To contain wage bill, machinery costs and materials purchases within approved budget.</i> <ul style="list-style-type: none"> <li>○ <b>Completed</b></li> </ul> </li> </ul> |                         |
| Initiatives                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |
| <ul style="list-style-type: none"> <li>• Established a schedule of maintenance works including; frequency of mowing, frequency of top-dressing, aeration, frequency of bunker-raking, etc.</li> <li>• Worked with maintenance contractor to devise maintenance improvement plan including short-term turf improvement works (drainage, thatch removal, etc.)</li> <li>• Undertook annual User survey</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                         |
| KPI                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                         |
| <ul style="list-style-type: none"> <li>• <b>KPI - User Satisfaction of golf course maintenance to remain at 80% or higher</b> <ul style="list-style-type: none"> <li>○ <b>2018/19 User satisfaction of 85% in relation to the golf course maintenance.</b></li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                         |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| <b>Core Area - 2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <i>Attracting &amp; Retaining Season Ticket Holders</i> |
| <b>Strategy Statements</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                         |
| <b><i>To create a friendly, accessible and affordable environment for our Season Ticket Holders to enjoy.</i></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                         |
| <b>SMART Objectives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                         |
| <b><i>SPECIFIC – MEASUREABLE – ACHIEVABLE – REALISTIC – TIMED</i></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                         |
| <ul style="list-style-type: none"> <li>• <i>Number of Season Ticket Holders to increase year on year for the next 6 years from 2015/16.</i> <ul style="list-style-type: none"> <li>○ <b>Season ticket numbers increased from 333 to 363 in 2018/19</b></li> </ul> </li> <li>• <i>Regular comparison of other local golf courses charges to ensure correct market positioning.</i> <ul style="list-style-type: none"> <li>○ <b>Compared annually when setting our prices for year ahead.</b></li> </ul> </li> <li>• <i>We will achieve a Season Ticket Holder 'happy to recommend' score of at least 80% annually</i> <ul style="list-style-type: none"> <li>○ <b>In our 2018/19 survey, 93% of our season ticket holders stated that they would be happy to recommend the North Inch golf course to a friend.</b></li> </ul> </li> </ul> |                                                         |
| <b>Initiatives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                         |
| <ul style="list-style-type: none"> <li>• Organised membership Open days in May 2018.</li> <li>• Continued with 'Get into Golf' initiative to help attract new adult golfers with a special membership category created which includes free coaching.</li> <li>• Continued with 'ClubGolf' junior golf programme, with weekly Wednesday evening junior coaching sessions run from May till end September.</li> <li>• Regular beginner coaching sessions run May to end September as part of our 'Get into Golf' season ticket.</li> <li>• Produced and delivered social media campaigns to promote season ticket sales.</li> <li>• New membership categories were added to attract new players to the golf course. These included, Youth (18-21yrs), Intermediate (22-25yrs) and Young Adult (26-29yrs)</li> </ul>                        |                                                         |
| <b>KPI</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                         |
| <ul style="list-style-type: none"> <li>• <b>KPI - Increase Season Ticket holders by 50 across all categories in each of the next 6 years from 2015/16.</b> <ul style="list-style-type: none"> <li>○ <b>Increased season ticket holders in 2018/19 by 30 but 188 new season ticket holders have been signed over the last 4 years. Although 56 behind business plan target of 419, we have attracted many more higher value Adult season ticket holders than projected. This has allowed us to achieve business plan season ticket income targets despite lower than estimated numbers.</b></li> </ul> </li> </ul>                                                                                                                                                                                                                        |                                                         |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <b>Core Area - 3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <i>Visitor Golfers</i> |
| <b>Strategy Statements</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                        |
| <b><i>Visitor income is an important part of our financial model and we seek to maximise this revenue.</i></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                        |
| <b>SMART Objectives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                        |
| <b><i>SPECIFIC – MEASUREABLE – ACHIEVABLE – REALISTIC – TIMED</i></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |
| <ul style="list-style-type: none"> <li><i>We will continue to increase visitor green-fee revenue for each of the next 6 years from 2015/16.</i> <ul style="list-style-type: none"> <li><b><i>2018/19 visitor income of £40,168 compared to £33,225 in 2017/18.</i></b></li> </ul> </li> <li><i>We will continue to grow our society group bookings each year</i> <ul style="list-style-type: none"> <li><b><i>209 Society tee times booked in 2018/19 vs 179 in 2017/18. We are working with Bells Sports Centre to provide catering options for our visiting groups and are marketing our society group packages with national online press and via social media.</i></b></li> </ul> </li> <li><i>We will achieve an overall visitor satisfaction score of 80% annually</i> <ul style="list-style-type: none"> <li><b><i>2018/19 satisfactions score was 88%.</i></b></li> </ul> </li> </ul> |                        |
| <b>Initiatives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                        |
| <ul style="list-style-type: none"> <li>We have 1071 Facebook followers with whom we interact daily.</li> <li>News items are uploaded regularly and website content is updated regularly.</li> <li>Price brackets have been established for off peak times from 11am-2pm and after 5.30pm. A group price has also been set for 8 or more players.</li> <li>Our online booking system integrates with a number of 3<sup>rd</sup> party tee time selling websites to help reach new customers and increase bookings.</li> <li>Golfers can book and pay for golf online via a third party provider (worldpay).</li> <li>Promoted our free golf club hire to potential users via our website and social media platforms.</li> </ul>                                                                                                                                                                |                        |
| <b>KPI</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                        |
| <ul style="list-style-type: none"> <li><b>KPI</b> - Increase number of visitor rounds by 18% in each of next 6 years from 2015/16 <ul style="list-style-type: none"> <li><b>2018/19 we recorded 3748 visitor rounds of golf against a target of 3947 (5% under target). Although slightly behind the business plan target, this was an increase on 2017/18 and resulted in an increase in income.</b></li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                        |

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| <b>Core Area - 4</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <i>Partnerships &amp; Outreach</i> |
| <b>Strategy Statement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |
| <b>Partner with local businesses and community/volunteer groups in an effort to promote the North Inch Golf Course and the Ryder Cup Legacy</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                    |
| <b>SMART Objectives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |
| <p><b><i>SPECIFIC – MEASUREABLE – ACHIEVABLE – REALISTIC – TIMED</i></b></p> <ul style="list-style-type: none"> <li>• <i>Increase number of volunteer hours Year on Year</i> <ul style="list-style-type: none"> <li>○ <b><i>We recorded 816 volunteer hours in 2018/19</i></b></li> </ul> </li> <li>• <i>Grow the number of partner accommodation providers year on year</i> <ul style="list-style-type: none"> <li>○ <b><i>Through ‘Golf Perthshire’, we are now working with a number of local accommodation providers to help sell golf rounds. Our Golf Course Officer Niall McGill is the current Chairman of Golf Perthshire.</i></b></li> </ul> </li> <li>• <i>Work with Outreach groups to promote North Inch and the benefits of playing golf</i> <ul style="list-style-type: none"> <li>○ <b><i>We are working with our Golf Memories group, Golf Perthshire, Perth &amp; Kinross County Golf Association and North Inch Golf Course User Group.</i></b></li> </ul> </li> </ul> |                                    |
| <b>Initiatives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                    |
| <ul style="list-style-type: none"> <li>• Online booking is now available for local accommodation providers to use. This allows them to book tee times for clients without contacting the golf course.</li> <li>• North Inch Golf Course Volunteer group has been undertaking tasks around the course with some volunteers having been trained in the use of strimmers, leaf blowers and hedge trimmers.</li> <li>• ‘Golf Memories’ project in conjunction with Alzheimer Scotland. This group is going from strength to strength with around 16 attending each week plus 12 volunteers. This group allows dementia sufferers get the chance to play some golf and socialise with each other.</li> </ul>                                                                                                                                                                                                                                                                                   |                                    |
| <b>KPI</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |
| <ul style="list-style-type: none"> <li>• <b>KPI</b> – Work with 3 outreach groups and support 30+ volunteer days each year <ul style="list-style-type: none"> <li>○ <b>In 2018/19 we worked with 4 groups and supported 52 individual volunteer days with a total of 816 volunteer hours recorded from these events.</b></li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                    |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <b>Core Area - 5</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <i>Creating New Golfers – Ladies, Gent's and Juniors</i> |
| <b>Strategy Statement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                          |
| <p><b>To become a leader in the creation of new golfers in Perth &amp; Kinross. Encouraging a family inclusive activity, that is both accessible and affordable.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                          |
| <b>SMART Objectives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                          |
| <p><b><i>SPECIFIC – MEASUREABLE – ACHIEVABLE – REALISTIC – TIMED</i></b></p> <ul style="list-style-type: none"> <li>• Grow the number of new adult lady golfers <ul style="list-style-type: none"> <li>○ <b>We had an average of 10 ladies attending our Monday evening sessions, which ran every second Monday from May to September.</b></li> </ul> </li> <li>• Grow the number of new adult male golfers <ul style="list-style-type: none"> <li>○ <b>We had an average of 7 men attending our Monday evening Get into Golf sessions</b></li> </ul> </li> <li>• Grow the number of boys and girls learning golf <ul style="list-style-type: none"> <li>○ <b>We now have 66 junior season ticket holders, with 26 of these being new junior golfers.</b></li> </ul> </li> </ul> |                                                          |
| <b>Initiatives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                          |
| <ul style="list-style-type: none"> <li>• Organised Lady only taster golf sessions held regularly between May to September</li> <li>• Weekly junior sessions held every Wednesday May to September</li> <li>• Golf 'taster sessions' run as part of Perth High School transitions day schools in May, with 60 children taking part.</li> <li>• Ran 'Get into Golf' adult beginner sessions.</li> <li>• Continue to develop and grow usage of the 6 hole short course. This is used for the Ladies and Junior sessions weekly. It was also used for our Junior Easter and Summer golf camps.</li> <li>• Our 'Footgolf' Course generated an income of £4958 in 2018/19, a 100% increase on 2017/18.</li> </ul>                                                                      |                                                          |
| <b>KPI</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                          |
| <ul style="list-style-type: none"> <li>• <b>KPI – Create 30 new golfers across all categories, each year for the next 6 years from 2015/16.</b> <ul style="list-style-type: none"> <li>○ <b>In 2018/19 we introduced 43 new people to the game of golf, all of whom regularly attended the golf coaching sessions.</b></li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                          |

## KPI – PERFORMANCE SUMMARY

To know if we are progressing our Business Plan we need to keep score for each of our *Core Areas*. These are our business Key Performance Indicators (KPIs) - the things that will determine whether our *SMART Objectives* on track to being achieved:

| <b>Core Area</b>                                  | <b>Primary KPI</b>           | <b>2018/19 Target</b> | <b>2018/19 Actual</b> |
|---------------------------------------------------|------------------------------|-----------------------|-----------------------|
| 1. Golf Course Maintenance                        | User Rating                  | 80%+                  | 85%                   |
| 1. Attracting and retaining season ticket holders | No. of Season Ticket Holders | 419                   | 363                   |
| 2. Visitor Golfers                                | Visitor Numbers              | 3947                  | 3748                  |
| 3. Partnerships & Outreach                        | No. Outreach Groups          | 3                     | 4                     |
|                                                   | No. of Volunteer Days        | 30                    | 52                    |
| 4. Creating New Golfers                           | No. of New golfers           | 30                    | 43                    |

## FINANCIAL PERFORMANCE

Through the implementation of the business plan, we aim to increase revenues and reduce the subsidy in relation to the golf course over the next 6 years from 2015/16. We aim to reach a level where the operation of the golf course reduces the net expenditure to the Council to below £40,000 per annum (the cost required to maintain the golf course as parkland). If the projections that are contained in the Business Plan are met, it is forecast that this would reduce the Council's net expenditure to £40,000 by end of financial year 2021/22. The strong performance in 2018 has brought us back on target, following the poor weather in the summer of 2017.

| <b><i>Income Stream</i></b> | <b>2018/19 Target</b> | <b>2018/19 Actual</b> |
|-----------------------------|-----------------------|-----------------------|
| Season Tickets              | £42,000               | £64,919               |
| Daily Green Fees            | £35,000               | £40,168               |
| Sale of Goods               | £2,500                | £3,950                |
| Footgolf                    | £5,400                | £4,958                |
| <b>Total Income</b>         | <b>£84,900</b>        | <b>£113,995</b>       |



# PERTH AND KINROSS COUNCIL

## Environment and Infrastructure Committee

30 October 2019

### Works to Private / Unadopted Roads and Footways

#### Report by Depute Director (Housing and Environment) (Report No. 19/314)

This report outlines a recommended list of roads to be considered for bringing to a standard where they can subsequently be adopted by Perth & Kinross Council, and for assisting residents in meeting the cost of this work. This report follows on from previous reports (11/579, 12/508, 13/552, 14/493, 15/528 and 16/498) outlining the policy and procedure which is followed in assessing applications for road adoption by the Council.

#### 1. BACKGROUND / MAIN ISSUES

- 1.1. In approving the 2011/12 – 2015/16 Capital Budget, £100,000 each year (for 5 years) was allocated to enable the Council to assist residents and businesses to upgrade their private roads and footways to an adoptable standard. This would then permit the frontager/proprietor to pass responsibility for maintenance to the Council.
- 1.2. On 20 November 2013, the Enterprise and Infrastructure Committee approved a report which outlined the revised policy from 7 November 2012 ([Report No 12/508](#) refers). This included the method of processing and assessing requests to bring private roads/footways up to an adoptable standard ([Report No 13/552](#) refers). This report also outlined a number of roads to be brought to an adoptable standard should a full agreement of cost sharing be reached. The policy is attached as Appendix 2.
- 1.3. An update of the roads projects approved by Committee since 2012 for works to bring them to an adoptable standard is contained in Appendix 1.
- 1.4. In summary, progress on the unadopted roads projects approved to date included:
  - 32 projects approved by Committee
  - 13 projects withdrawn
  - 1 project pending but no agreement reached
  - 18 projects completed
- 1.5. The spend to date has been £429,000 with a carried forward balance remaining of £71,000.

## **2. PROPOSALS**

- 2.1 It is proposed that the projects, which have been approved in previous reports but not yet completed (as shown in Appendix 1) remain live until such time as the frontagers request to withdraw their applications, or until the current funding is exhausted by the completion of other approved projects, Appendix 3 shows the works that are planned for the current financial year.
- 2.2 As outlined in the policy, a written agreement between the requesting group through the main contact and the Council is required before works can commence. Where individual frontagers/proprietors do not agree to the work in advance, the Council will only proceed on the basis that the others have agreed that the full share of the costs be split equally between these frontagers/proprietors willing to proceed.
- 2.3 It should be noted that no Value Added Tax (VAT) should be applied to the projects.
- 2.4 If agreement of cost share cannot be reached between a requesting group on the initial list and the Council, the next requesting group on the list will be contacted to reach agreement on cost share. This is subject to the available budget remaining within the policy. Alternatively, the Council may elect to serve Notice under the Roads (Scotland) Act 1984 to facilitate a road adoption should there be a majority of residents in favour of the road adoption going ahead.
- 2.5 Eight interested parties have contacted the Council to enquire about the details of the policy. These parties, listed in Appendix 3, were given copies of the guidance notes and four have requested that we proceed to assess their submission. The remaining four have not yet pursued their interest further.

## **3. CONCLUSION AND RECOMMENDATION**

- 3.1 Appendix 1 outlines the progress of the work already approved under the works to private/unadopted roads and footways policy.
- 3.2 It is recommended that the Committee:
  - i. notes the work undertaken to date
  - ii. approves the continuation of these works subject to the frontage proprietor's written agreement to the sharing of costs and within the approved budget until the budget is exhausted.

**Author**

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

**Approved**

| <b>Name</b>    | <b>Designation</b>                        | <b>Date</b>     |
|----------------|-------------------------------------------|-----------------|
| Keith McNamara | Depute Director (Housing and Environment) | 10 October 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The Perth and Kinross Community Plan/Single Outcome Agreement sets out a number of priorities. By assisting resident groups in bringing their private roads up to an adoptable standard and subsequently adopting the roads, which also releases the direct burden of maintenance from the residents and improved the quality of access to residential, community and commercial premises delivers the following priorities:

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

#### Corporate Plan

- 1.2 The Council's Corporate Plan lays out five Objectives which provide clear strategic directions, inform decisions at a corporate and service level and shape resources allocation. This report supports the delivery of the following Corporate Plan objectives:

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

## **2. Resource Implications**

### Financial

#### Capital

- 2.1 As noted in Section 1, a total Capital budget of £500,000 was approved by The Strategic Policy and Resources Committee to deliver this policy. This budget was reprofiled to 2012/13 £20,000, 2013/14 £220,000, 2014/15 £160,000, 2015/16 £100,000. After allowing for staff costs and adding the cumulative unallocated finance up to 2018/19 there is £71,000 available for works this financial year to progress the proposed schemes.

#### Revenue

- 2.2 The additional annual maintenance costs associated with adopting these roads is estimated at £12,000 per annum (as assumed in adoption report). These costs will require to be prioritised within the existing Road Maintenance Revenue Budget.

#### Workforce

- 2.3 This policy will be implemented using existing staff resources.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Submission of the original report 11/579 considered that the EqIA was not relevant and this remains.

### Strategic Environmental Assessment

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

### Legal and Governance

- 3.4 The Head of Legal and Governance has been consulted in preparing the Minute of Agreement documentation required to be signed by applicants to approve the cost share and works to their private/unadopted road.

## Risk

- 3.5 There is a risk applicants will not pay their contribution when works are approved. To protect the Council and mitigate the risk payment will be required in advance of works.

## **4. Consultation**

### Internal

- 4.1 This report is an update to the previous report (16/498 refers) which consulted with the following: The Head of Legal and Governance and the Head of Finance.

## **5. Communication**

- 5.1 Should this report be approved the main contacts of each recommended road will be contacted to inform them of the estimate and that their road has been successful in gaining approval for a cost share in bringing their road to an adoptable standard. The main contacts will then have to disseminate this information within their group of frontagers and should they wish to proceed and can agree on the cost share the works will commence following a completed legal "minute of agreement" between the frontagers and Perth & Kinross Council.

## **2. BACKGROUND PAPERS**

- 2.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1983 (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 – Update on roads projects approved by Committee.
- 3.2 Appendix 2 - Policy and method of processing and assessing requests to bring private roads / footways up to an adoptable standard.
- 3.3 Appendix 3 – Notes of interest received / to be assessed.

## APPENDIX 1

## 1. Roads approved in 7 November 2012 report (12/508)

| Road                           | Status                                                                                                                                           |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Moness Lane, Aberfeldy         | Works completed in May 2013                                                                                                                      |
| Graham Court, Bankfoot         | Works completed in March 2014                                                                                                                    |
| Manson Village, Perth          | Works completed in October 2014                                                                                                                  |
| Kinnaird Castle Road, Kinnaird | Works completed in September 2014                                                                                                                |
| Den Road, Scone                | Application withdrawn by residents group                                                                                                         |
| Queens Road, Scone             | Application withdrawn by residents group                                                                                                         |
| Cottown, St Madoes             | Match funding withdrawn by PKC as residents were unable to reach agreement with Historic Scotland on the installation of new surface water drain |
| Culic Brae, Pitlochry          | Application withdrawn by residents group                                                                                                         |
| Brucefield Road, Blairgowrie   | Works completed in September 2014                                                                                                                |

## 2. Roads approved in 20 November 2013 report (13/552)

| Road                                | Status                                                            |
|-------------------------------------|-------------------------------------------------------------------|
| Connaught Terrace, Crieff           | Application withdrawn by residents group                          |
| Colenhaugh, Stormontfield           | Works completed in November 2015                                  |
| Golf Course Road, Pitlochry         | Application withdrawn by residents group                          |
| Graybank Road, Perth                | Application withdrawn by residents group                          |
| Strathearn Terrace, Perth           | Works completed in December 2015                                  |
| Blairgowrie House Road, Blairgowrie | Application withdrawn by residents group                          |
| Knock Road, Crieff                  | Works completed in September 2015                                 |
| The Crescent, Luncarty              | Application withdrawn by residents group                          |
| Murray Place, Pitlochry             | Currently awaiting a final decision to be made by residents group |

## 3. Roads approved in 15 November 2014 report (14/493)

| Road                                              | Status                                   |
|---------------------------------------------------|------------------------------------------|
| Back Street, Dark Walk, Riverside, Bridge of Earn | Application withdrawn by residents group |
| Station Road, Crook of Devon                      | Work completed in May 2017               |
| Huntly Wood, Longforgan                           | Works completed in July 2015             |

| <b>Road</b>                                      | <b>Status</b>                                                                            |
|--------------------------------------------------|------------------------------------------------------------------------------------------|
| St Mary's Church Road, Pitcairn                  | Works completed in December 2015                                                         |
| Chapelhill Village Hall access road, Logiealmond | Match funding withdrawn by PKC as residents unable to reach agreement on funding project |
| Manse Lane, St Fillans                           | Application withdrawn by residents group                                                 |
| Muirie Cemetery access road, Errol               | Original application withdrawn following problems with ownership of road                 |
| Dalcroy Crescent, Tummel Bridge                  | Works completed in July 2015                                                             |

4. Roads approved in 12 November 2015 report (15/528)

| <b>Road</b>                                   | <b>Status</b>                    |
|-----------------------------------------------|----------------------------------|
| Loyal Road, Alyth                             | Works completed in June 2016     |
| Templehall Road, Longforgan                   | Works completed in February 2016 |
| Birchview Place, Errol                        | Works scheduled for January 2017 |
| Littleblair Drive, Blairgowrie                | Works scheduled for January 2017 |
| Cairnie Crescent / Cairnie Terrace, St Madoes | Works completed in August 2017   |
| Poppy Court, Scone                            | Works completed in May 2017      |

## APPENDIX 2

**Policy and Method of Processing and assessing requests to bring private Roads/footways up to an adoptable standard**

1. Within the budget agreed the Council will enact its policy to facilitate the carrying out of works to private roads/footways to a standard which would allow them to be adopted, subject to the following conditions:
  - a) There must be a public right of vehicular/pedestrian passage (this excludes private accesses). It must connect to a road which is currently adopted and maintained by the Council.
  - b) Costs are to be shared by the Council and the frontage proprietors, with the Council making the following contributions: 40% in respect of domestic premises 25% in respect of non-domestic premises 100% in respect of a religious or registered charitable organisation's Premises
  - c) Where such an agreement is requested by frontagers/proprietors they will enter into a written agreement with the Council, as a group, to meet the remaining costs of the works.
  - d) The group shall appoint a main contact (applicant) for the Council and all communications will be via this applicant. He/she will be responsible for all contact with the other frontagers/proprietors and, other than notifying of the commencement of works and requesting payment, no individual contact will be made by the Council with the other frontagers/proprietors.
  - e) Where individual frontagers/proprietors do not agree to the works in advance, the Council will only proceed on the basis that the others have agreed that the full share of the costs be split equally between these frontagers/proprietors willing to proceed
  - f) In such circumstances as detailed in e) above, the applicant shall ensure that the others are fully aware and have agreed to pay this additional share of the cost. When invoicing for the works, the Council will apportion these costs equally across all agreed contributors.
  - g) Where a scheme is to be progressed then frontagers must agree to the subsequent adoption of the completed works in accordance with Section 16 of the Roads (Scotland) Act 1984.
2. It will of course remain open to applicants whose road does not receive a high priority, to undertake the work at their own expense, to allow the road or footway to be adopted.
3. The following conditions are placed on the above proposals to protect both the frontagers/proprietors and the council from excessive individual costs:
  - (i) The Council's contributions are available only if the Council acts as agent for the works;
  - (ii) Local Elected Members will be notified of requests in their ward and their support sought with regard to progressing the application.
  - (iii) With regard to the footway element, the Council's contributions apply only to footways up to 3 metres in width. (Footways of widths in excess of 3 metres to be referred to Committee for individual consideration);

- (iv) The frontager/proprietor's liability to be limited to the first 40 metres of the footway length. (the cost of making up any length in excess of 40 metres to be met in full by the Council);
- (v) The works are to be carried out in accordance with the Roads Service Specification for the appropriate type of road;
- (vi) On completion of the work and after a contractual maintenance period, the Council will add the road/footway to its List of Public Roads.

## **SCORING MECHANISM FOR PRIORITISING REQUESTS**

### **Criteria**

1. Is the section to be upgraded, the only direct route to a tourist attraction/community/facility or other facility with a broader general use? Note for a tourist attraction which is not a frontager the applicant may wish to contact them to seek a contribution.  
Yes 10  
No 5
2. Is the section to be upgraded, a link section between existing publicly maintained roads?  
Yes 10  
No 0
3. Is the section to be upgraded, a Council promoted recreational route such as core path, cycle route or safer route to school? (recreational routes will be as advertised on a Council leaflet/publication)  
Yes 10  
No 0
4. Is the section to be upgraded adjacent to a public road (e.g. unadopted footway)?  
Yes 10  
No 0
5. Does the section add benefit to the greater good in some other way e.g. main road within settlement?  
Yes 10  
No 0

Note – Points can be scored for more than one criterion

## APPENDIX 3

## Notes of interest received for assessment in 2019 - 2020

| Location of unadopted road         | Current status               |
|------------------------------------|------------------------------|
| Oak Road, Birnam                   | Assessment to be carried out |
| Church Lane, Bankfoot              | Assessment to be carried out |
| Carlile Place, Perth               | Assessment to be carried out |
| West End, Rait                     | Assessment to be carried out |
| West Brougham Street, Stanley      | Note of interest received    |
| Church Road, Pitlochry             | Note of interest received    |
| Bruach Lane, Pitlochry             | Note of interest received.   |
| Lettoch Terrace / Place, Pitlochry | Note of interest received    |



**PERTH AND KINROSS COUNCIL**

**Environment and Infrastructure Committee**

**30 October 2019**

**Active Travel Strategy -  
Re-Determination of Front Row, Aberargie –  
Footway for Shared Use**

**Report by Depute Director (Housing & Environment) (Report No. 19/315)**

This report seeks approval to commence the legal process to propose to re-determine the footway at Front Row, Aberargie (Ward 9) 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. By expanding these routes, the Council is developing sustainable transport links between communities and points of interest, as well as other establishments such as schools. Some of this work has included the upgrading and widening of a number of existing paths.
- 1.2 In some locations where this work has been undertaken, the footways have been re-determined for shared use by pedestrians and cyclists. This has required the promotion of a Redetermination Order, under Section 152(2) of the Roads (Scotland) Act 1984. This legal reference is lifted from the recommendation. The legal reference in para 3.6 in the Annex.
- 1.3 Perth & Kinross Council has developed an Active Travel Strategy (Report 18/90 refers) and the proposal detailed in this report will contribute to achieving the various aims identified in the strategy. Active travel can have a significant impact on the lives of local residents for public health, as well as reducing the impact of motorised travel methods on the road infrastructure.

**2. PROPOSALS**

- 2.1 It is proposed that the following footway at Front Row, Aberargie is re-determined as shared use for pedestrians and cyclists:

| LOCATION             | DESCRIPTION                                                                                                                                                                                                                      |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Front Row, Aberargie | Footway on the north side of Front Row from a point 105 metres or thereby east of the junction with Back Row south-westwards to a point 10 metres or thereby east of the junction with U65, a distance of 780 metres or thereby. |

- 2.2 It is proposed to include the sections of footways listed in the above table in the Redetermination Order to allow for shared use, as shown in Appendix 1. This would then create a link from the Morrison and MacKay Whisky Distillery to an existing Green Route that links to Bridge of Earn.

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 The report outlines the background to the introduction of shared use footways for pedestrians and cyclists. It also proposes that part of the footway at Front Row, Aberargie is re-determined for this purpose.
- 3.2 Approval will allow a start to be made to the formal procedure to vary the relevant Traffic Regulation Order (TRO). This procedure will involve statutory consultation, preparation of draft TRO and advertising in the press. It will provide an opportunity for additional comments to be made or objections to be raised. If objections are raised, these will be reported back to Committee, with appropriate recommendations.
- 3.3 It is recommended that the Committee approves the legal process for the promotion of a Redetermination Order to allow the footway at Front Row, Aberargie (Appendix 1) 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:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation                             | Date              |
|----------------|-----------------------------------------|-------------------|
| Keith McNamara | Depute Director (Housing & Environment) | 20 September 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The Perth and Kinross Community Planning Partnership (CPP) brings together organisations to plan and deliver services for the people of Perth and Kinross. Together the CPP has developed the Perth and Kinross Community Plan, which outlines the key things that 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 2018-2022 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 1.1 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 the listed location. The estimated cost of advertising an Order is £300. These costs will be met from the Road Safety and Design revenue budget in 2019/20.
- 2.3 The estimated costs of £500 for all new posts and signs will also be met from the Road Safety and Design revenue budget in 2019/20.

#### 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 that 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, and the Head of Finance have been consulted in the preparation of this report.
- 4.2 Police Scotland, local elected members, Earn Community Council and Abernethy and District Community Council have also been consulted and support the proposal.

## **5. Communication**

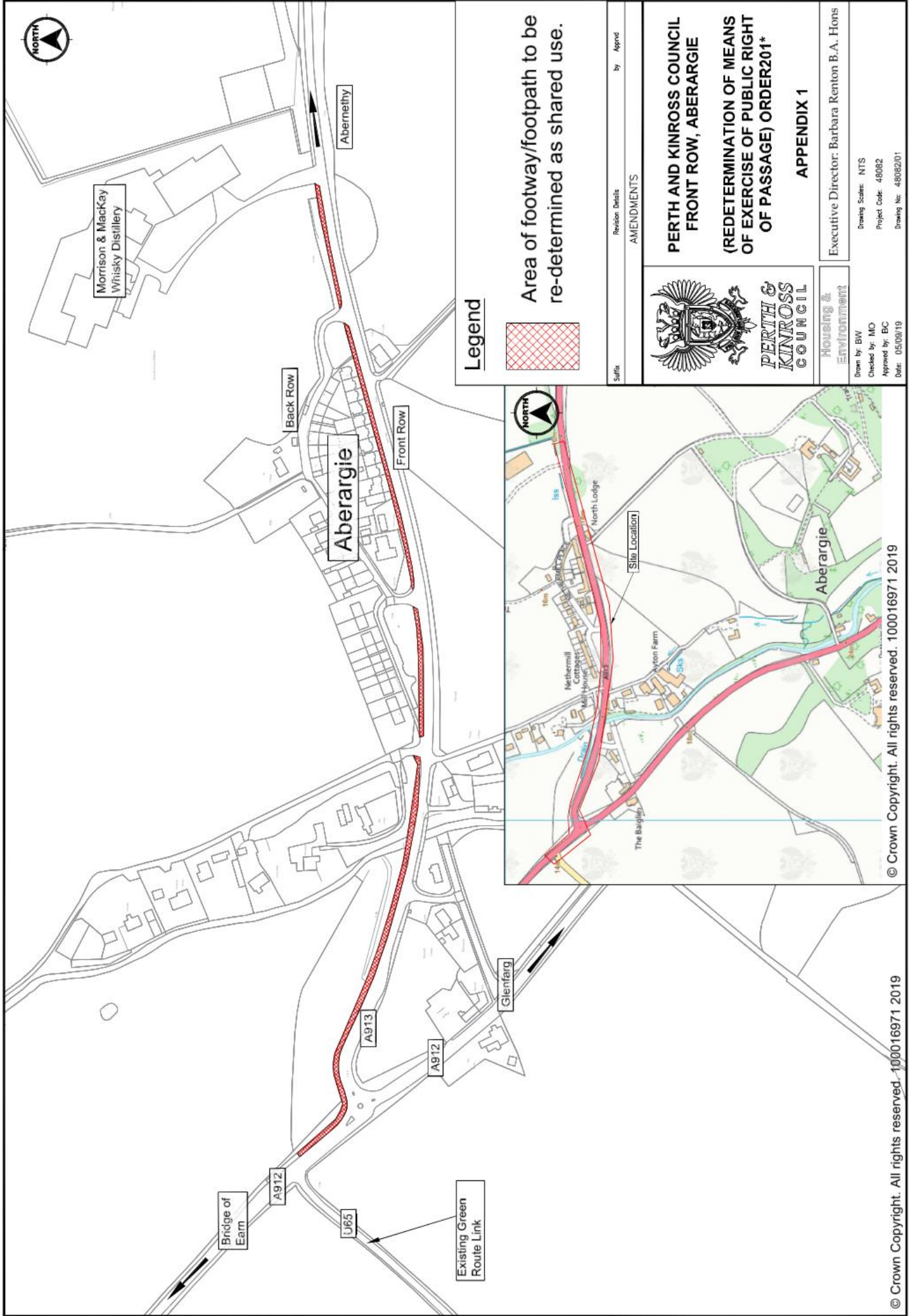
- 5.1 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to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

## **2. BACKGROUND PAPERS**

- 2.1 None.

### **3. APPENDICES**

3.1 The proposal is shown at Appendix 1.





**PERTH AND KINROSS COUNCIL**

**Environment and Infrastructure Committee**

**30 October 2019**

**Active Travel Strategy -  
Re-Determination of Western Road, Auchterarder –  
Footway for Shared Use**

**Report by Depute Director (Housing & Environment) (Report No. 19/316)**

This report seeks approval to commence the legal process to propose to re-determine the footway at Western Road, Auchterarder (Ward 7) 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. By expanding these routes, the Council is developing sustainable transport links between communities and points of interest, schools etc. Some of this work has included the upgrading and widening of a number of existing paths.
- 1.2 In some places where this work has been undertaken, the footways have required to be re-determined for shared use by pedestrians and cyclists. This has required the promotion of a Redetermination Order, under Section 152(2) of the Roads (Scotland) Act 1984. This legal reference is lifted from the recommendation. The legal reference in para 3.6 in the Annex.
- 1.3 Perth & Kinross Council has developed an Active Travel Strategy (Report 18/90 refers) and the proposal detailed in this report will contribute to achieving the various aims identified in the strategy. Active travel can have a significant impact on the lives of local residents for public health, as well as reducing the impact of motorised travel methods on the road infrastructure.

**2. PROPOSALS**

- 2.1 It is proposed that the following footway at Western Road is re-determined as shared use for pedestrians and cyclists:

| LOCATION                   | DESCRIPTION                                                                                                                                                                                                                                          |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Western Road, Auchterarder | Footway on the southeast side of Western Road from a point 145 metres or thereby northeast of the junction with A9 north-eastwards to a point 392 metres or thereby southwest of the junction with Orchil Road, a distance of 700 metres or thereby. |

- 2.2 It is proposed to include the sections of footways listed in the above table in the Redetermination Order to allow for shared use, as shown in Appendix 1. This would then create a link from the Provost's Walk to the existing 30mph signs at the entrance to Auchterarder.

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 The report outlines the background to the introduction of shared use footways for pedestrians and cyclists. It also proposes that part of the footway at Western Road, Auchterarder is re-determined for this purpose.
- 3.2 Approval will allow a start to be made to the formal procedure to vary the relevant Traffic Regulation Order (TRO). This procedure will involve statutory consultation, preparation of draft TRO and advertising in the press. It will provide an opportunity for additional comments to be made or objections to be raised. If objections are raised, these will be reported back to Committee, with appropriate recommendations.
- 3.3 It is recommended that the Committee approves the legal process for the promotion of a Redetermination Order under Section 152(2) of the Roads (Scotland) Act 1984 to allow the footway identified in Appendix 1 to 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:HECommitteeReports@pkc.gov.uk">HECommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation                             | Date              |
|----------------|-----------------------------------------|-------------------|
| Keith McNamara | Depute Director (Housing & Environment) | 20 September 2019 |

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

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The Perth and Kinross Community Planning Partnership (CPP) brings together organisations to plan and deliver services for the people of Perth and Kinross. Together the CPP has developed the Perth and Kinross Community Plan which outlines the key things that 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 2018-2022 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 1.1 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 the listed location in this report. The estimated cost of advertising an Order is £300. These costs will be met from the Road Safety and Design revenue budget in 2019/20.
- 2.3 The estimated costs of £500 for all new posts and signs will also be met from the Road Safety and Design budget in 2019/20.

#### 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, and the Head of Finance have been consulted in the preparation of this report.
- 4.2 Police Scotland, local elected members and Auchtermuchty and District Community Council 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. If objections are raised, these will be reported back to Committee, with appropriate recommendations.

### **2. BACKGROUND PAPERS**

- 2.1 None.




### **3. APPENDICES**

- 3.1 The proposal is shown at Appendix 1.





Legend

-  Area of footway/footpath to be re-determined as shared use.
-  Existing shared-use path (Provost's Walk)
-  Existing path



| Revision | Details    | By | Appr'd | Date |
|----------|------------|----|--------|------|
| 1        | AMENDMENTS |    |        |      |



PERTH AND KINROSS COUNCIL  
WESTERN ROAD, AUCHTERARDER  
(RE-DETERMINATION OF MEANS OF  
EXERCISE OF PUBLIC RIGHT OF  
PASSAGE) ORDER 201\*

Appendix 1

Housing & Environment

Executive Director - Birenon BA Hons

Drawn By: BW  
Checked By: MO  
Approved By: BC  
Date: 05/09/19

Drawing Scale: NTS  
Project Code: 48800  
Drawing No: 4880001



**PERTH AND KINROSS COUNCIL**

**Environment and Infrastructure Committee**

**30 October 2019**

**PROPOSED 30MPH SPEED LIMIT AT DUCHESS STREET (U38), STANLEY**

**Report by Depute Director (Housing & Environment) (Report No. 19/317)**

This report details a proposal to introduce a 30mph speed limit at Duchess Street (U38), Stanley (Ward 5). The report recommends the start of varying the Traffic Regulation Order for the 30mph Speed Limit.

**1. BACKGROUND**

- 1.1 Road safety concerns have been raised by Stanley Community Council. As a result of these concerns, it is now proposed to start the process to introduce a 30mph speed limit at Duchess Street (U38), Stanley.
- 1.2 Consultation was carried out with the local elected members, Community Council and Police Scotland, who were in agreement with the proposal.

**2. PROPOSALS**

- 2.1 It is proposed to start the process to introduce a 30mph speed limit at Duchess Street (U38), Stanley. The route has been identified and shown in Appendix 1.

**3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 This report details the location where it is proposed to introduce a 30mph speed limit.
- 3.2 Approval will allow a start to be made to the formal procedure to vary the relevant Traffic Regulation Order (TRO). This procedure will involve statutory consultation, preparation of draft TRO and advertising in the press. It will provide an opportunity for additional comments to be made or objections to be raised. If objections are raised, these will be reported back to Committee, with appropriate recommendations.
- 3.3 It is recommended that the Committee approve the promotion of a variation to the relevant TRO to allow the start of the process towards the introduction of a 30mph speed limit at Duchess Street (U38) Stanley.

**Author**

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

**Approved**

| <b>Name</b>    | <b>Designation</b>                        | <b>Date</b>       |
|----------------|-------------------------------------------|-------------------|
| Keith McNamara | Depute Director (Housing and Environment) | 20 September 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes/No</b> |
|-----------------------------------------------------|---------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>    |
| Corporate Plan                                      | <b>Yes</b>    |
| <b>Resource Implications</b>                        |               |
| Financial                                           | <b>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 2018-2023 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 1.1 above. These objectives are met by implementing schemes which promote road safety and encourage lower traffic speeds.

## **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 Traffic & Road Network Revenue Budget in 2019/20.
- 2.3 The estimated costs of £1,000 for the new posts and signs will be met from the Traffic & Road Network Revenue Budget in 2019/20.

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

## **5. Communication**

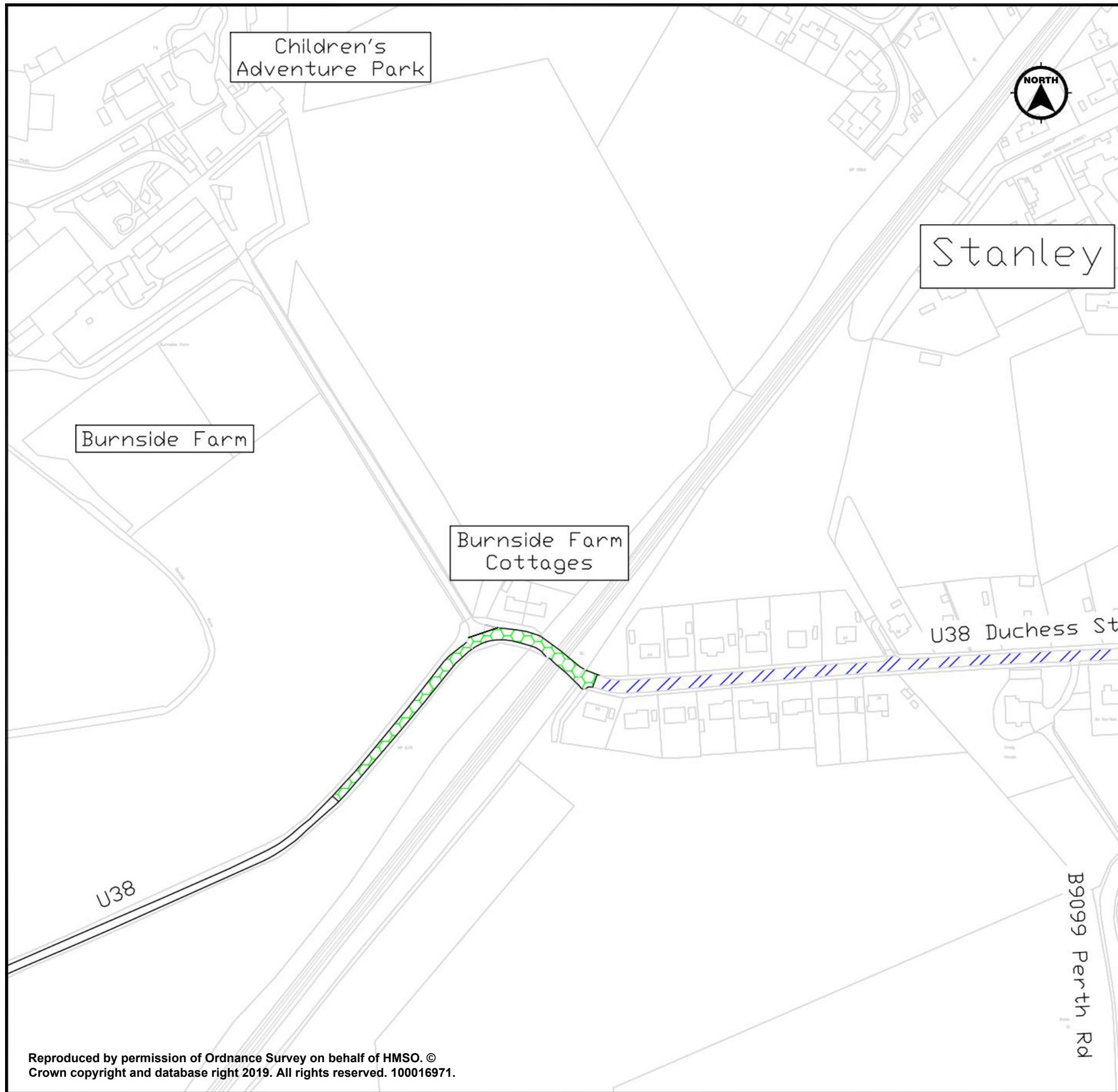
- 5.1 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to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

## **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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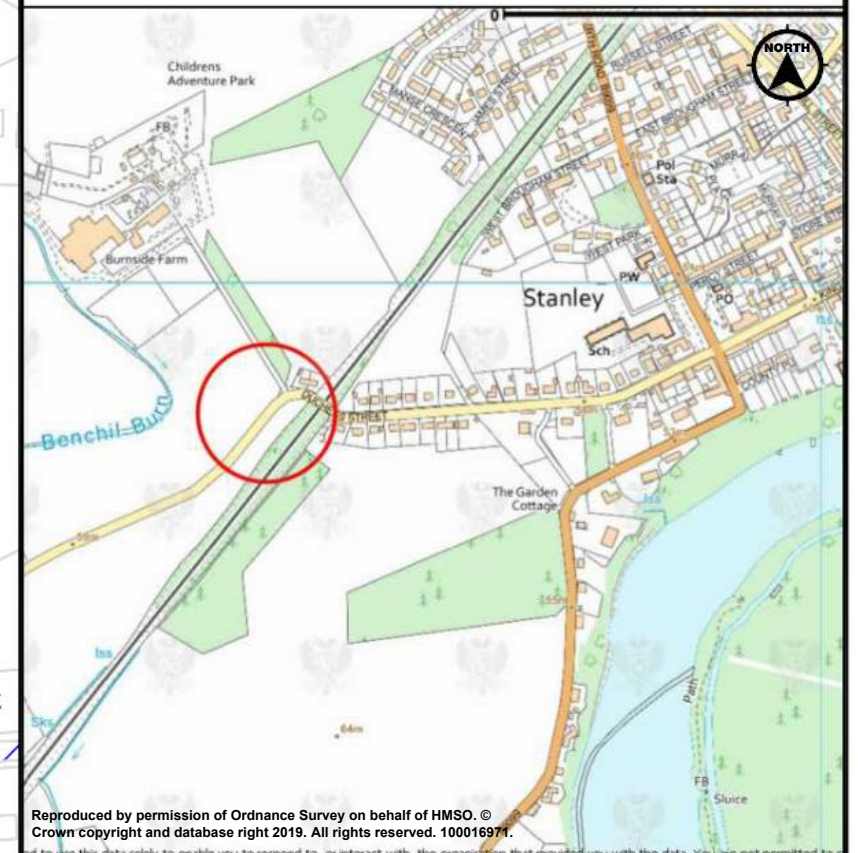
KEY:



Proposed 30mph Speed Limit



Existing 30mph Speed Limit



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| Suffix | Revision Details | by | Apprvd | Date |
|--------|------------------|----|--------|------|
|--------|------------------|----|--------|------|

#### AMENDMENTS



**PERTH &  
KINROSS  
COUNCIL**

Housing &  
Environment

Proposed 30mph speed limit  
U38 Duchess Street, Stanley  
Appendix 1

Executive Director - B.Renton BA Hons

Drawn by: M S  
Checked by: C B  
Approved by: D McK  
Date: 22/08/2019

Drawing Scales: NTS  
Project Code: 48130  
Drawing No: 48130-01

Appendix 1



**PERTH AND KINROSS COUNCIL**

**Environment and Infrastructure Committee**

**30 October 2019**

**Proposed 30mph & 40mph Speed Limits at Butterstone (A923)**

**Report by Deputy Director (Housing & Environment) (Report No. 19/318)**

This report details a proposal to introduce 30mph & 40mph speed limits at Butterstone (A923) (Ward 5). The report recommends the start of varying the Traffic Regulation Order for the 30mph & 40mph Speed Limits.

**1. BACKGROUND**

- 1.1 Road safety concerns have been raised by a local elected member and Dunkeld & Birnam Community Council. As a result of these concerns, it is now proposed to start the process to introduce 30mph & 40mph speed limits at Butterstone (A923).
- 1.2 Consultation was carried out with the local elected members, community council and Police Scotland, who were in agreement with the proposal.

**2. PROPOSALS**

- 2.1 It is proposed to start the process to introduce 30mph & 40mph speed limits at Butterstone (A923). The route 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 30mph & 40mph speed limits.
- 3.2 Approval will allow a start to be made to the formal procedure to vary the relevant Traffic Regulation Order (TRO). This procedure will involve statutory consultation, preparation of draft TRO and advertising in the press. It will provide an opportunity for additional comments to be made or objections to be raised. If objections are raised, these will be reported back to Committee, with appropriate recommendations.
- 3.3 It is recommended that the Committee approve the promotion of a variation to the relevant TRO to allow the start of the process towards the introduction of 30mph & 40mph speed limits at Butterstone (A93).

**Author**

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

**Approved**

| <b>Name</b>    | <b>Designation</b>                        | <b>Date</b>       |
|----------------|-------------------------------------------|-------------------|
| Keith McNamara | Depute Director (Housing and Environment) | 16 September 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes/No</b> |
|-----------------------------------------------------|---------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>    |
| Corporate Plan                                      | <b>Yes</b>    |
| <b>Resource Implications</b>                        |               |
| Financial                                           | <b>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 that 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 2018-2022 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 1.1 above. These

objectives are met by implementing schemes which promote road safety and encourage lower traffic speeds.

## **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 £600 for this will be met from the Traffic & Road Network Revenue Budget in 2019/20.
- 2.3 The estimated costs of £2,000 for the new posts and signs will also be met from the Traffic & Road Network Revenue Budget in 2019/20.

### 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 Housing and the Head of Finance have been consulted in the preparation of this report.
- 4.2 Police Scotland, the local elected members and the community council for the area have been consulted and support the proposals.

## **5. Communication**

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

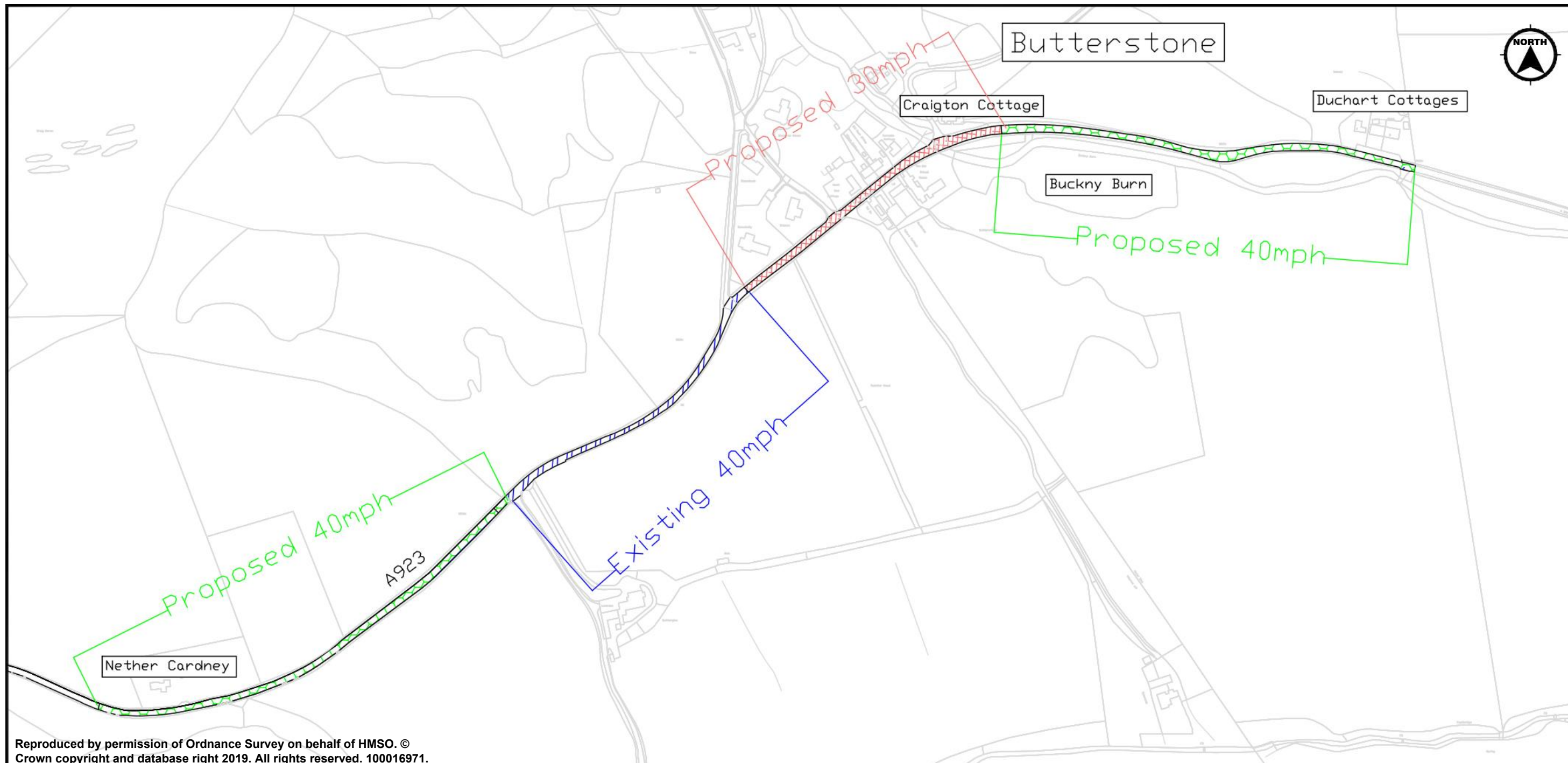
## **2. BACKGROUND PAPERS**

- 2.1 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.





**KEY:**

-  Proposed 40mph Speed Limit
-  Proposed 30mph Speed Limit (currently an existing 40mph)
-  Existing 40mph Speed Limit



**PERTH & KINROSS COUNCIL**

Housing & Environment

Drawn by: M S  
Checked by: C B  
Approved by: D McK  
Date: 21/08/2019

Proposed 30 & 40 mph Speed Limits

A923, Butterstone, Dunkeld

Appendix 1

Executive Director - B.Renton BA Hons

Drawing Scales: NTS  
Project Code: 48128  
Drawing No: 48128\_01



**PERTH AND KINROSS COUNCIL**

**Environment and Infrastructure Committee**

**30 October 2019**

**Proposed 40mph Speed Limit at Meigle (A94, B954 & C22)**

**Report by Deputy Director (Housing & Environment) (Report No. 19/319)**

This report details a proposal to introduce a 40mph speed limit at Meigle (A94, B954 & C22), (Ward 2). The report recommends the start of varying the Traffic Regulation Order for the 40mph Speed Limit.

**1. BACKGROUND**

- 1.1 Road safety concerns have been raised by local elected members and Meigle & Ardler Community Council. As a result of these concerns, it is now proposed to start the process to introduce a 40mph speed limit at Meigle (A94, B954 & C22).
- 1.2 Consultation was carried out with the local elected members, Community Council and Police Scotland, who were in agreement with the proposal.

**2. PROPOSALS**

- 2.1 It is proposed to start the process to introduce a 40mph speed limit at Meigle (A94, B954 & C22). The route has been identified and shown in Appendix 1-2.

**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 relevant Traffic Regulation Order (TRO). This procedure will involve statutory consultation, preparation of draft TRO and advertising in the press. It will provide an opportunity for additional comments to be made or objections to be raised. If objections are raised, these will be reported back to Committee, with appropriate recommendations.
- 3.3 It is recommended that the Committee approve the promotion of a variation to the relevant TRO to allow the start of the process towards the introduction of a 40mph speed limit at Meigle (A94, B954 and C22).

**Author**

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

**Approved**

| <b>Name</b>    | <b>Designation</b>                        | <b>Date</b>       |
|----------------|-------------------------------------------|-------------------|
| Keith McNamara | Depute Director (Housing and Environment) | 20 September 2019 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes/No</b> |
|-----------------------------------------------------|---------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>    |
| Corporate Plan                                      | <b>Yes</b>    |
| <b>Resource Implications</b>                        |               |
| Financial                                           | <b>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 that 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 2018-2022 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 1.1 above. These objectives are met by implementing schemes which promote road safety and encourage lower traffic speeds.

## **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 Traffic & Road Network Revenue Budget in 2019/20.
- 2.3 The estimated costs of £2,000 for the new posts and signs will also be met from the Traffic & Road Network Revenue Budget in 2019/20.

### 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 Housing and the Head of Finance have been consulted in the preparation of this report.
- 4.2 Police Scotland, the local elected members and the community council for the area have been consulted and support the proposals.

## **5. Communication**

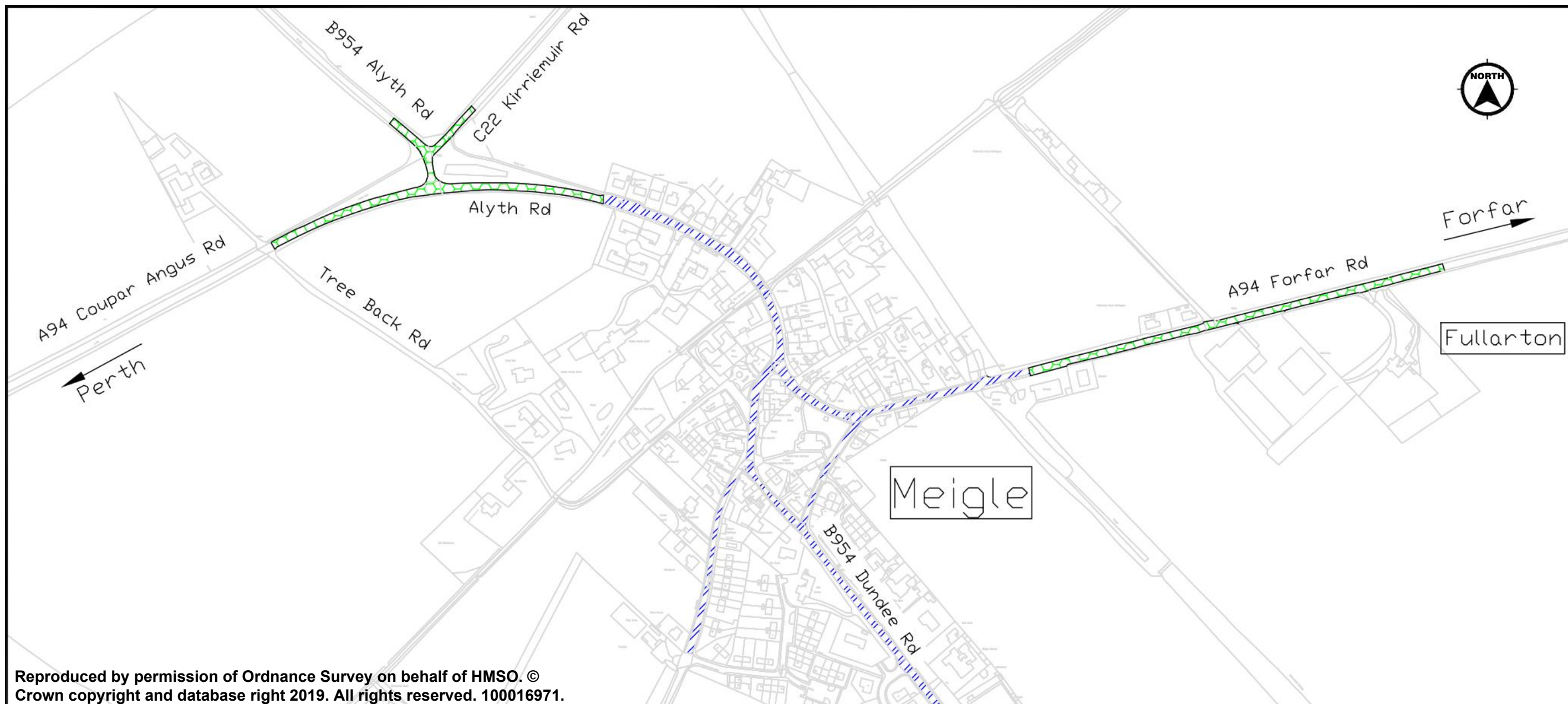
- 5.1 Approval will allow a start to be made to the formal procedure to vary the Traffic Regulation Order. This procedure will involve statutory consultation, preparation of a draft TRO and advertising in the press. This will provide an opportunity for additional comments to be made or objections to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

## **2. BACKGROUND PAPERS**

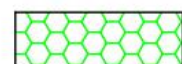
- 2.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report.

## **3. APPENDICES**

- 3.1 The proposals are as shown in Appendix 1-2.



**KEY:**




Proposed 40mph Speed Limit

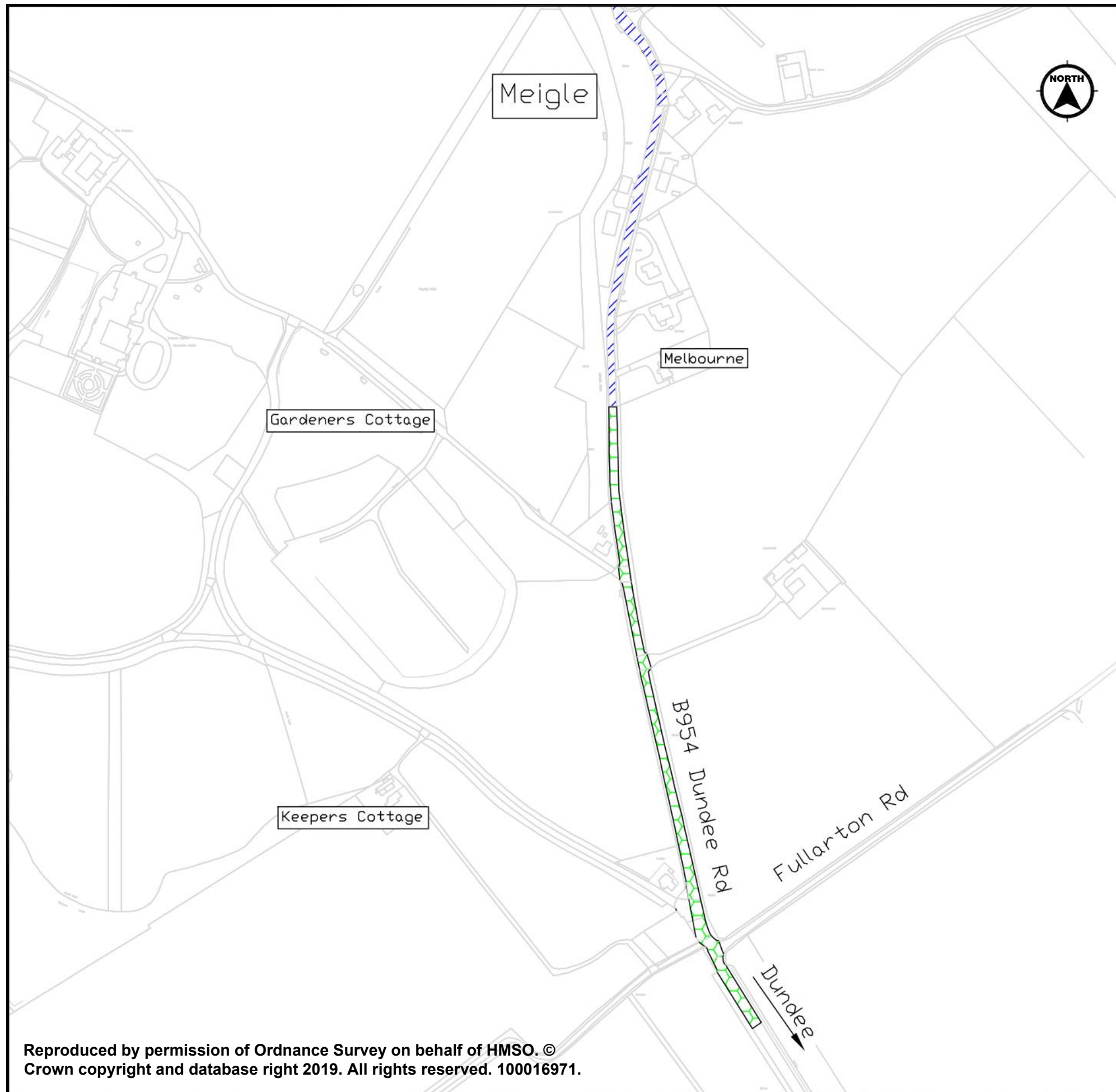


Existing 30mph Speed Limit



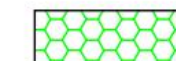
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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------------------------------------------------------------------------------------------------------|--------|------|
| AMENDMENTS                                                                                                                                                                                                                                                                       |                  |                                                                                                                          |        |      |
|  <p>Proposed 40mph Speed Limit</p> <p>A94 Alyth Rd<br/>A94 Coupar Angus Rd<br/>A94 Forfar Rd<br/>B954 Alyth Rd<br/>B954 Dundee Rd<br/>C22 Kirriemuir Rd</p> <p>Meigle</p> <p>Appendix 1</p> |                  |                                                                                                                          |        |      |
| <p>Housing &amp; Environment</p> <p>Drawn by: M S<br/>Checked by: C B<br/>Approved by: D McK<br/>Date: 20/08/2019</p>                                                                                                                                                            |                  | <p>Executive Director - B.Renton BA Hons</p> <p>Drawing Scales: NTS<br/>Project Code: 48041<br/>Drawing No: 48041-01</p> |        |      |





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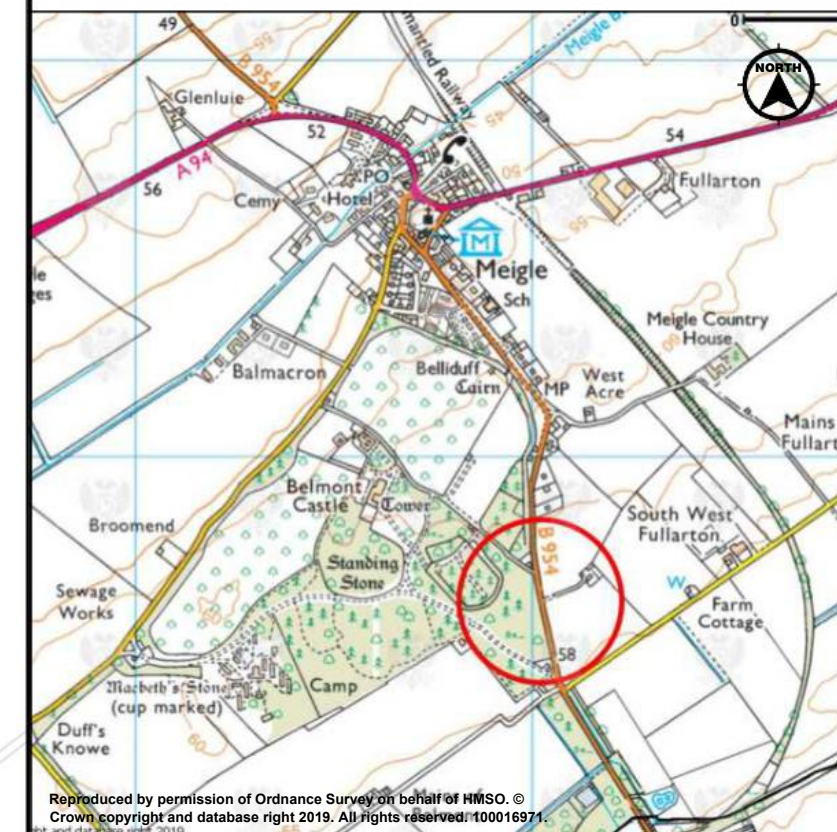
# KEY:



Proposed 40mph Speed Limit



Existing 30mph Speed Limit



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## AMENDMENTS



**PERTH & KINROSS COUNCIL**

Housing & Environment

## Proposed 40mph Speed Limit

A94 Alyth Rd  
A94 Coupar Angus Rd  
A94 Forfar Rd  
B954 Alyth Rd  
B954 Dundee Rd  
C22 Kirriemuir Rd

Meigle

Appendix 2

Executive Director - B.Renton BA Hons

Drawn by: M S  
Checked by: C B  
Approved by: D McK  
Date: 20/08/2019

Drawing Scales: NTS  
Project Code: 48041  
Drawing No: 48041\_02

Appendix 2

