

PORT GLASGOW TOWN CENTRE REGENERATION FORUM (TCRF) MEETING AGENDA

FRIDAY 20 SEPTEMBER 2024, COMMENCING AT 10AM BY HYBRID FORMAT

* Please note – for physical attendance, please attend Inverclyde Council's Customer Service Centre at the Greenock Municipal Buildings, 10 minutes prior to the start of the meeting. The meeting is being held in Boardroom 1 (BR1). Virtual attendees can access as normal via the **Webex Videoconferencing** link, sent in the meeting invite.*

BUSINESS

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|----------|---|--|
| 1 | Welcome, Apologies and Declarations of Interest | CC |
| 2 | Approval of Minutes and Matters Arising | CC |
| | <ul style="list-style-type: none"> • Draft Port Glasgow TCRF Minute (20 June 2024) | |
| 3 | Port Glasgow TCRF Budget (Report) | JAW |
| 4 | Town Centre Action/Master Plan (Verbal) | JF/JH |
| 5 | PG Shipbuilder Environments (Verbal) | JH |
| 6 | Business Support and Property Update (Report) | AJ/GC |
| 7 | Inverclyde Council and Partnership Updates | |
| | 7.1 <u>REPORT UPDATES</u> <ul style="list-style-type: none"> a. King George VI – Community Hub b. Comet Sub-Group Update c. Parklea Floral Display d. Scottish Water Top Up Point e. Port Glasgow 2025 (PG25) Update f. Commercial Bins – Town Centre g. Parklea Branching Out Heritage Project h. PG2025 IC Proposals | |
| | 7.2 <u>VERBAL UPDATES</u> <ul style="list-style-type: none"> a. John Wood Street b. Canopies – Town Centre c. Access to Cash d. Heritage Fund Update (ICDT) | JH
JH
NMcI
RA |
| 8 | River Clyde Homes Updates | |
| | 8.1 Statistical Information (Verbal) <ul style="list-style-type: none"> • Total number of owned RCH properties • Number of voids, broken down as follows:- <ul style="list-style-type: none"> * Low demand * High demand * Out of Management • Highlighting any increase/decrease since last meeting | SV |

- Example of incentives offered and level of success.
- 8.2 Maintenance Responsibilities (Verbal) KMcG
8.3 Planned Works/Investments (Verbal) RO

9 Any Other Competent Business (AOCB)

- 9.1 For noting - next Environment and Regeneration Committee (E&R) meeting scheduled for Thursday 31 October 2024.

10 Date of Next Meeting

CC

- Thursday 12 December 2024, at 3pm by Hybrid format (BR1 and Webex)

End of Document.

Port Glasgow Town Centre Regeneration Forum (TCRF) Minute of Meeting

Held Thursday 20 June 2024 at 3pm by hybrid format within the Municipal Buildings Customer Services Meeting Room 4 (CSC MR4) and via Webex Videoconferencing.

ATTENDING

Cllr C Curley (Chair)	Inverclyde Council - Ward 1
Cllr S McCabe	Inverclyde Council - Ward 1
Cllr/Provost D McKenzie	Inverclyde Council - Ward 2
Cllr K Law	Inverclyde Council - Ward 2
A Ross	Port Glasgow West Community Council - Chair
T Rodgers	Port Glasgow West Community Council - Secretary
D Blaney	Port Glasgow West Community Council
R Ahlfeld	Inverclyde Community Development Trust (ICDT) - Chief Executive
C Hart	Inverclyde Tourist Group - Treasurer
R Orr	River Clyde Homes - Head of Asset and Regeneration
S Vernal	River Clyde Homes - Housing Services Manager
R Braddick	Inverclyde Council - Service Manager, Corporate Policy, Performance and Communications
J Horn	Inverclyde Council – Physical Regeneration Manager
G Murray	Inverclyde Council - Technical Services Manager
A Johnston	Inverclyde Council - Business Development Officer Town Centres
AM Bagstad (Minute)	Inverclyde Council - Committee Officer

1.0 Welcome, Apologies and Declarations of Interests

- 1.1 Cllr Curley welcomed everyone to the meeting.
Cllr Curley, A Ross, T Rodger, Cllr/Provost D McKenzie, G Murray and AM Bagstad present, all other attendees accessed the meeting remotely.
- 1.2 Apologies received from E Baird, E Cannon, E Dickie, K Green, N McIlvanney, E Montgomery (G Murray substituting), K Orr, G Smith and J A Wilson.
- 1.3 There were no declarations intimated.

2.0 Approval of Minute and Matters Arising

- 2.1 The Minute of the meeting held 14 March 2024, were approved by Cllr Curley and Cllr McCabe.
- 2.2 Matters arising covered under today's Agenda.

3.0 Port Glasgow TCRF Budget

- 3.1 A Port Glasgow TCRF Budget snapshot for June 2024 was disseminated prior to the meeting. Staff from Finance were unable to attend the meeting due to the conclusion of Year End accounts.
- 3.2 It was noted Parklea Branching Out previously had a contract to supply, install and maintain 24 hanging baskets; plant and maintain raised bed planters on Princes Street, as well as plant and maintain bed areas located in Fore Street and Greenock Road.
- The contract ended in March 2023, but Parklea continued to do the work throughout 2023 in kind. However, Parklea contacted IC Officers asking if these works would be required for 2024, at a cost of £7k.
- 3.3 A conversation was held discussing possible long-term funding solutions with suggestions for sponsorships, bids or more sustainable funding streams to support the continuation of yearly floral works in Port Glasgow TC and it was requested IC's Mr. McIlvanney takes this as an action.

Decided:-

- **The Forum unanimously agreed to spend £7k of available Forum funds for PGTC 2024 floral works from Parklea Branching Out.**
- **IC's Mr. McIlvanney to identify a more sustainable funding stream/bid or sponsorship for funding ongoing floral works in PGTC.**

4.0 Town Centre Action/Master Plan

- 4.1 A Town Centre Action Plan Consultation event was held on 19 June 2024. It was noted 20 people attended, with a good range of information and suggestions gathered so far. The Online Consultation is open until 3 July 2024 and thereafter information and ideas will be collated together. ([Link to online Consultation Boards](#) and [Link to online Survey](#))
- 4.2 It was agreed that item 6.1d 'Possible Suggested Projects' of the agenda is to be merged into the Action Plan, to ensure all ideas and suggestions are gathered under the one plan of action.
- 4.3 A Draft Plan was scheduled to be ready by mid-summer. However, Officers will liaise with the consultants for a confirmed timeframe and a Draft Plan will be presented to the next PGTCRF meeting scheduled for 20 September 2024. Officers hope to submit the Draft Plan, for approval, to the Environment and Regeneration (E&R) Committee meeting scheduled for 31 October 2024.
- 4.4 It was noted that any further consultation on the Draft Action Plan will be limited, due to timescales, but Officers will advise if this is achievable.
- 4.5 A Draft Action Plan and report with a categorised list identifying short, medium, and long-term projects with estimated costs, is to be distributed to the Forum before the next Forum meeting, to assist Forum members with deciding which projects can be taken forward under available funds.

- 4.6 The Final Action Plan will be used as a platform for applying/bidding for future project funding.

Decided:-

- **Current Suggested Projects to be merged into the Action Plan**
- **Draft Action Plan and report with a full list of suggested projects, categorised into short, medium, and long-term projects with estimated costs to be distributed prior to the next Forum meeting.**
- **Forum to decide which projects to take forward under current available Forum funds at next meeting.**
- **Draft Action plan to be submitted to October's E&R Committee for approval.**
- **Final Action Plan to be used for future funding applications/bids.**

5.0 Port Glasgow Shipbuilder Environments

- 5.1 A proposed plan of works for the Shipbuilders and Coronation park area was shared at the meeting ([Appendix 1](#)).
- 5.2 It was stated that the works have been split into four projects, being carried out by four different Inverclyde Council Teams as follows:-
- 1 Installation of Pedestrian Lighting – Roads Services.
 - 2 The repair and refurbishment of the Elizabeth Wood Ingles fountain – Property Asset Services.
 - 3 Interpretation signage/boards – Regeneration Services.
 - 4 Planting/landscaping around Shipbuilders Sculpture – Environmental Services.
- 5.3 Projects 1 and 2 will commence first, with all projects scheduled to be completed by March 2025.
- 5.4 It was noted that, for various health and safety reasons and ongoing maintenance costs, the Elizabeth Wood Ingles fountain would not have plumbed water. However, it was highlighted that the installation of the Scottish Water Top-up point, will provide access to suitable drinking water.
- 5.5 It was noted that a previous wall had been removed from the eastern side promenade area of the park (between the slipway and Fergusons) which is unsightly. It was requested that officers include/consider refurbishing this area, either under these environmental works or under the Action Plan.
- 5.6 It was highlighted that the crucial issues with making the park more safely accessible and inclusive with the TC, is the extremely busy dual carriage way, which sits between both and there is no easy solution to safely linking the park with the TC.
- 5.7 This issue was also highlighted in the Consultation Boards for the public to vote on and with the opportunity to give their own ideas/suggestion.

- 5.8 Some suggestions at the meeting were the construction of a footbridge or possible underpass and it was advised that ideas need to be aspirational.

Decided:-

- **Eastern side promenade area of park to be refurbished either under these works or under the TC Action Plan.**
- **Officers and TC Action Plan to look at all options for linking the TC to Coronation Park.**

6.0 Inverclyde Council (IC) Project Updates

6.1 VERBAL UPDATES

a) Trader Engagement (Scotland's Towns Partnerships)

- A Scotland's Towns Partnerships (STP) Team is scheduled to carry out an informal visit to PGTC at the beginning of July. The confirmed date will be sent to all Forum members, for traders to have the opportunity to engage with the team.
- It was advised that STP are funded to provide support with developing Business Improvement Districts (BIDs - [link to BIDs information](#) and [link to STP BIDs page](#)).
- STP also offer support with access to funding however, this informal visit is to identify if PGTC Traders would be interested in developing a PGTC BID.
- It was requested that the Retail Park Traders are also included with this engagement exercise. IC Officers will feed this back to the STP Team.

Decided:-

- **STP's PGTC visit date to be confirmed and sent to all Forum.**
- **IC Officers to advise STP Team that the retail park is to be included as part of PGTC and possible development of a BID.**

b) John Wood Street (JWS)

- IC's Property Development and River Clyde Homes (RCH) have teamed up to identify issues with empty commercial and residential properties, tackle environmental works, resolves water ingress issues, and develop an effective letting strategy for empty commercial and residential properties.
- The team meet regularly, and the next meeting is scheduled for Monday 24 June 2024.
- The Chair requested that a report, listing the issues and required work identified by the team, the issues/works that have already been resolved/carried out, what is still outstanding and the plan of action they have to conclude; as well as an outline of the marketing strategy they have planned for effective letting of empty commercial and residential properties, is submitted to the next Forum meeting.
- It was further requested that the report also highlights any issues that would require a higher level of regeneration interventions and would be out-with the ability of the team to resolve.
- The Chair requested the report is submitted prior to the next meeting.

- It was noted that RCH are currently carrying out a long-term review of their assets and are at the data analysis stage. A more intensive review will be undertaken in the next 3 to 4 months.

Decided:-

- **A report setting out TC residential and commercial issues and required works, works completed to date, outstanding works, plan of action to conclude outstanding works, outline of planned marketing/letting strategy for empty commercial and residential properties and detailing any issues that require a higher level of regeneration interventions – to be submitted prior to the next meeting.**

c) Town Centre Shop Canopies

- It was noted the broken Canopies have been replaced.
- Property Development Team to progress with the power washing of the canopies.

Decided:-

- **Property Development Team, to progress with the Power washing of canopies.**

d) Possible Suggested Projects

- Item moved under the Action Plan item, for further consideration and discussions.

e) River Clyde Homes Maintenance Responsibilities

- At the PGTCRF meeting in March 2024, RCH advised they would undertake weekly litter picking in the Alleys.
- It was noted that there has been a significant reduction in litter within the Alleys following this intervention.

f) Heritage Fund Project

- At the PGTCRF meeting in March 2024, Inverclyde Community Development Trust (ICDT) advised they had submitted a bid to the National Lottery Heritage Fund (NLHF), to create a project that delves into PG's history of film, cinema and going to the pictures in PG.
- ICDT confirmed just under £100k funding has been secured and they have appointed a Heritage Worker. The heritage project will also have a focus of engaging with people who have dementia, socially isolated people, new Scots, and care experienced young people.
- It was noted that ICDT will work towards linking this project into the PGTCRF strategy.
- The project launches on Saturday 22 June 2024, the same date as the Comet Festival. The heritage project officer will be there to promote and share information about the project.
- ICDT will provide ongoing updates to future meetings.

Decided:-

- **ICDT to send list of NLHF Project events and venues.**
- **ICDT to provide ongoing updates to future forum meetings.**

g) King George VI – Community Hub

- It was noted that an airtightness test was carried out in May 2024, with the aim to achieve a measurement of 3, the test achieved an excellent measurement of 2.6, which exceeded expectations and requirements for low carbon targets.
- The Contractor has since progressed with electrical, mechanical, and photovoltaic works. However, works are taking longer due to ensuring the airtightness achieved is maintained and all technical targets are met.
- It was noted it will take approximately 3 months, at least, to complete the works.
- It was noted that this project has been a learning curve for everyone involved, which added to timescales and increase costs. However, the positive aspects from this project will be a community building that will be environmentally efficient, with technical energy saving abilities.
- It was advised that additional works to enclose mechanical plant required the addition of a suspended ceiling, but by the end of the project, the building will be fully fitted out and decorated internally and externally, ready for handover and use.

Decided:-

- **Report progress update to next meeting.**

h) Scottish Water Top-Up Point

- It was noted the Top-up Point is in place, but a road lane closure is required to have it connected to the water mains.

Decided:-

- **Roads Services to provide update on mains connection works to next meeting.**

i) Business Support and Property

- Mr. Johnston advised that a leaflet highlighting the business grants and loans available was included with all the non-domestic rate statements that are sent out at the beginning of the financial year.
- It was noted that the team had not received many enquiries from businesses within PGTC.
- It was noted that at previous Forum meetings, a Business Support and Property Update report was submitted, providing updates on the business support and loans provided to PG Businesses within the period prior to the meeting.

The report also provided an update on vacant commercial properties, explanation for being empty and plans for bringing them back to the letting market.

The final part of the report listed all the available grants, loans and business support IC had to offer.

It was requested that this report be reinstated and distributed prior to each meeting.

- It was further requested that the link to IC's Business Development Team section, is to be distributed via the minute.

Decided:-

- **Business Support and Property Update Report to be reinstated and submitted prior to all PGTCRF meetings.**
- [Link to IC's Business Development Team's Section.](#)

j) Port Glasgow 2025 (PG25)

- No one from PG25 was available to provide an update on this item.
- It was noted that IC Officers have been requested to also look at proposals and possible funding streams, for supporting celebration events which may also tie in with other events that are happening in Glasgow; towards a 2025 yearlong event.

A report with Officers findings and recommendations is scheduled to be submitted to the next Policy and Resources (P&R) Committee meeting, on Tuesday 13 August 2024.

- It was also noted that Historic Environment Scotland (HES) have been approached to include PG's Newark Castle in the celebrations and in partnership with IC and ICDT, they are looking at creating and holding activities in and around the Castle too.

Decided:-

- **Possible IC 2025 celebrations and funding streams report to be submitted to next P&R Committee.**
- **HES, IC and ICDT partnership's planned 2025 Celebration updates, to be submitted to future Forum meetings.**

7.0 River Clyde Homes (RCH) – Statistical Information

7.1 It was noted that no recent TC anti-social behaviours had been reported.

7.2 RCH requested a Housing Officers for PGTC to assess which RCH residential properties required broken window interventions. It was noted that all properties with broken windows within PGTC are in private ownership.

7.3 The following voids were noted:-

- Total 52 voids in TC;
- 10 voids within the high rises (classed as demand properties);
- 12 TC voids (classed as demand properties);
- 17 voids (classed as low demand properties); and
- 14 Out of Management properties requiring various intensive repairs.

7.3.1 It was noted that May 2024, saw significant letting activities within the Eastern Team.

7.3.2 RCH Officers will provide tabled figures to show letting movement within PGTC each quarter, to gauge the effectiveness of the short and medium-term interventions.

7.4 It was advised that the Cleaning intervention within the Alleys has been successful. However, RCH Officers in the medium-term will need to review the sustainability for continuing this project.

7.5 There is an RCH's Working in neighbourhoods (WIN) day taking place on 21 June 2024 and Cllr Curley has agreed to take part. There will be approximately 140 RCH staff out in force for the day.

Decided:-

- **RCH Officers to provide tabled figures to show letting movement within PGTC each quarter, to gauge the effectiveness of the short and medium-term interventions.**
- **RCH to report back on outcome of WIN Day.**

8.0 River Clyde Homes (RCH) – Planned Works

8.1 RCH are currently carrying out an Assets Survey which considers properties condition and demand levels. They are at the data collation stage and the information gathered will evolve over time and help them to collaborate with IC and private ownerships within the different areas and work towards agreed outcomes.

Decided:-

- **Progress updates on Asset Strategy to be provided for next meeting.**

9.0 Any Other Competent Business (AOCB)

9.1 It was requested that all future PGTCRF project updates are provided in report format before each meeting to expedite business at the meetings.

Decided:-

- **It was requested that all updates for the meeting are submitted well in advance of the meeting for distributing prior to the meeting.**

9.2 The Port Glasgow West Community Council (PGWCC) gave an overview of the meeting they had with Savills, the factors for PG's Gallagher Retail Park to raise a number of community issues. A copy of the items discussed at the meeting can be viewed at [appendix 2](#).

9.3 It was noted that the Comet project is still at testing the market stage as follows:-

9.3.1 Contact has been made with the University of Main and it was advised the 3D project option is complex and expensive.

9.3.2 IC Officers have pulled together the final information for the Prior Information Notice (PIN), which will be submitted for approval, the week commencing 24 June 2024. Thereafter, the PIN will be published on the Public Contracts Scotland portal and Creative Scotland's opportunities website.

9.3.3 The PIN issue date is scheduled for 26 June 2024 with a response deadline of 10 July 2024 however, these dates are dependent on the approval process.

9.3.4 It is hoped the feedback from the PIN will provide Officers with a more definitive route to market.

9.3.5 Cllr Curley carried out historical research at the University of Glasgow, gathering information for the Comet story boards and signage project, which will be developed in tandem with the Comet project.

Decided:-

- **Officers to feedback outcome of PIN notice.**

9.4 It was noted that an action (Relocation of the Neighbourhood Recycling Point (NRP) within the Bay/Fore Street Carpark) from the PGTCRF meeting held 4 September 2023, had not been taken forward due to ill health. However, the PGWCC would like to take this project forward and have submitted a request to IC's Physical Regeneration Manager. It was advised at the meeting that the PGWCC should directly contact Road Services, to progress this item, and feedback at the next meeting.

Decided:-

- **PGWCC to directly contact IC's Road Services to progress the outstanding action item Relocation of the Neighbourhood Recycling Point (NRP) within the Bay/Fore Street Carpark and provide feedback at the next meeting.**

9.5 It was also noted the bushes in front of the Dry Dock Mural require constant pruning to keep them from blocking the Mural and the PGWCC feel that maintenance is lacking, as they have to submit numerous requests, each year, to have the bushes pruned.

Ms. Horn advised IC's Corporate Director for Environment and Regeneration has sent a request to Environmental Services to have the bushes pruned.

9.6 Cllr/Provost McKenzie stated he has received several complaints from PGTC community complaining about a frequently overflowing blue commercial bin on Princes Street, outside the undertakers; which is very rarely emptied. There was also evidence of vermin, and it was advised pest control measures had been installed on 19 June 2024.

It was also noted that the commercial waste bin behind Manzils is also frequently overflowing and attracting vermin.

Decided:-

- **IC Officers to contact Environmental Health Services requesting they engage with PGTC commercial traders, to encourage them to be responsible for their commercial waste.**

10.0 Date of Next Meeting

Friday 20 August 2024, by Hybrid format (Customer Services Meeting Room 4 and via Microsoft Teams Videoconferencing).

Chair Signature Date

APPENDIX 1



Coronation Park Proposed Works

APPENDIX 2

Extract from Secretary's Annual report PG West Community Council, AGM, 27May 2024

10. We met with the Gallagher Retail Park Factoring Agents (Savills), to raise a number of issues that have been raised at our meetings over the past year or more. Robert Simpson sent us a map layout of the Gallagher Retail Park estate (see attached). The Tesco estate is the responsibility of Tesco.

* We had concerns for the two large puddles that regularly built up when it rained, and soaked pedestrians feet, and raised this with Roads Services. They informed us that the road had not been adopted; the road and pavements were the responsibility of Gallagher Retail Park Factoring Agents (Savills). They informed us that they had not realised that they were responsible for Glen Mill Way. They have now introduced a six monthly drain cleaning contract. Local shoppers will now see that the puddles have gone.

*We raised the issue regarding the fact that there was no bus shelter on Glen Mill Way. Robert informed us that discussions had taken place, Tesco, Savills, SPT, and Roads Services, but no one had money. We will now be seeking a meeting of all stakeholders to pursue this issue, stakeholders include: Tesco's management, Gallagher Retail Park Factors, Cllr David Wilson (who is Inverclyde Council's rep on the SPT), local Ward 2 Councillors, and not least our PGWCC representatives. We argued that a bus shelter would enhance the shopping experience of shoppers using both Tesco's and the Retail Park. The bus shelter would need to move some twenty metres. Roads Services advised that a bus shelter cannot be build on a pavement, but on the site of the embankment near the recycling point. This land is owned by Tesco.

* As we stood at B&M, we observed that 80%+ of pedestrians crossed over at the dipped pavement between B&M and Tesco, less than 20% went up to the zebra crossing near Next. Robert advised that they were to do road repairs at the entry to the Retail Park. When this repair work is being carried out, they will consider painting a zebra crossing at this point, but would not have lights to stop traffic. It will depend on driver courtesy to stop.

* We proposed there should be benches for shoppers to take a break, preferably with sheltered covering.

* We raised concerns about the unwelcoming sight of staff and customers standing smoking in front of various shops. We asked Savills to inform the Unit Managers. We suggested sheltered smoking bays in the car park area. He informed us that this would be difficult as parking spaces were at a premium.

* We raised the issue of broadening the parking bays, as large transit vans, and other large vehicles took up most of space in these bays. One example was right in front of us, where a transit van was only six inches from a driver's door. This would require the driver to enter the car by

the passenger door. This would be difficult for drivers with partial mobility problems (but no blue badge). Robert informed us that the bays were in accordance with regulatory guidelines, in terms of width and length.

*We asked that all shopping trolleys should be chained (coin access), to stop littering the PG Town Centre and surrounding housing estates with abandoned trolleys, some causing damage to vehicles. Tesco is now doing this, which is reducing the number of abandoned trolleys being taken off the estate.

* We raised concerns regarding the Glen Burn, behind the Retail Park; next to Ardgowan Street, which has an old 'building site' fence erected around it (for safety). Local residents living nearby informed us that this section of the burn is often used for dumping. This was concerning following the earlier 'flooding events in the area. Robert advised us the section of the Glen Burn, behind the rear of the Pet Food Unit, was not part of the Gallagher estate. We will need to speak to Scottish Water, or Inverclyde Council to see who is responsible for this section of the Glen Burn.

ACTIONS:

- We will seek to convene a meeting of stakeholders, with a view to getting a bus shelter built on Glen Mill Way.
- Robert will consider painting a zebra crossing between B&M and Tesco.
- Robert will consider installing seating within the Estate.
- Robert will contact unit managers to ask they install coin operated trolley links, however, this will be the responsibility of each unit.
- We will enquire as to who is responsible for the section of the Glen Burn, just off Ardgowan Street.



Map of Gallagher Retail Park Estate

End of Document.

Classification : Official

TVC Projects Financial Summary - Port Glasgow

2024/25 September 2024

Project	Approval	Allocated Budget/Grant Funding £	Virement £	Approved Budget/Grant Funding £	Actual To Date £	Variance to Date £	Projection £	Projected Shortfall/ (Surplus) £	Project Status	Lead Officer Comments	Date funding has to be utilised by if applicable
Completed Projects		402,273	(775)	401,498	401,488	(10)	401,499	0	Complete		
King George Vi		205,000	0	205,000	0	(205,000)	205,000	0	Ongoing		
Civic Square - 48/50 Princes St PG	ERR Sept 2016	0	27,000	27,000	25,621	(1,379)	27,000	0	Ongoing	0	
Port Glasgow Princes Street Canopy Improvements	ER 03/03/22	0	31,000	31,000	7,875	(23,125)	31,000	0	Ongoing	0	30/09/22
Port Glasgow Comet Interpretation Boards	ER 03/03/22	0	10,000	10,000	0	(10,000)	10,000	0	Ongoing	Paused	30/09/22
PG Lamont Mural Lighting	ER 03/03/22	0	6,500	6,500	647	(5,853)	6,500	0	Ongoing	0	30/09/22
PG Town Centre Property Improvement Scheme	ER 25/08/22	85,000	0	85,000	20,124	(64,876)	85,000	0	Ongoing	GC TO VIRE PG - agreed to open up to other TCs	0
PG Town Centre Regeneration Forum	ER 25/08/22	40,000	0	40,000	0	(40,000)	40,000	0	Uncommitted	£7k for Parklea Branching Out	31/03/23
Unallocated monies		103,770	(102,330)	1,440	0	(1,440)	1,440	0	Uncommitted	0	
		836,043	(28,605)	807,438	455,755	(351,684)	807,439	0			
Total unallocated funds				34,440							

AGENDA ITEM NO 6.0

Report To: Port Glasgow Town Centre Regeneration Forum	Date: 20 September 2024
Report By: A Johnston & G Campbell	Report No. PGTCRF20092024B
Subject: Inverclyde Council Business Support and Property Updates.	Contact No.: 01475 712108

BUSINESS SUPPORT UPDATE – A Johnston**1.0 Purpose**

To update the Port Glasgow TCRF on the activity of Inverclyde Councils Business Development Team, with Port Glasgow Businesses.

2.0 Business Support for Port Glasgow Businesses from 01/04/2024 to 31/08/2024

Since April 2024 The Business Development Team have supported 11 Port Glasgow Businesses, with a total of 21 Business Grants at a total of £44,374.

3.0 List of Business Grants for Inverclyde Business**3.1. New business start-up grant**

This discretionary fund can provide a grant to new businesses that are starting to trade in the area. The grant can be used to cover up to a maximum of contribution of £750 towards the start-up costs of the business.

3.2. New business start-up grant - commercial premises

This discretionary fund can provide a grant to new businesses that are starting to trade from commercial premises in the area. The grant can be used to cover up to a maximum of contribution of £2,000 towards the start-up costs of the business and compliments other grants offered e.g. Property Assistance Grant.

3.3. Business assistance grant

This discretionary fund provides financial assistance to help businesses meet specific business growth objectives. The fund can cover up to 50% of eligible costs of capital expenditure (excluding VAT), up to a maximum contribution of £5,000.

3.4. Business digital grant

This discretionary fund can provide a grant to businesses that are trading in the area. The grant can be used to cover up to 100% of eligible costs (excluding VAT) to enhance their digital activities up to a maximum contribution of £2,500. For digital training, the maximum contribution is £750.

3.5. Capital equipment grant

This discretionary fund provides financial assistance to help businesses meet specific business growth objectives. The fund can cover up to 100% of eligible costs of capital expenditure (excluding VAT), up to a maximum contribution of £2,000.

PLEASE NOTE, THE BUSINESS ASSISTANCE GRANT AND CAPITAL EQUIPMENT GRANT CANNOT BOTH BE APPLIED FOR IN THE SAME FINANCIAL YEAR

3.6. Business training grant

This discretionary fund can provide a non-digital training grant to businesses that are trading in the area. The grant can be used to cover up to 100% of total costs (excluding VAT) of training activities up to a maximum contribution of £1,000. Training should be aimed at management and key workers and have a notional competency threshold of around VQ Level 3. Training that is a statutory requirement or mandatory cannot be funded through this grant.

3.7. Business marketing grant

This discretionary fund can provide a marketing grant to businesses that are trading in the area. The grant can be used to cover up to 100% of eligible costs (excluding VAT) of non-digital marketing activities up to a maximum contribution of £1,000.

3.8. Grant for tourism businesses

This discretionary fund can provide a grant to businesses in the tourism sector that are trading in the area. The fund can provide up to 100% of eligible costs (excluding VAT), up to a maximum contribution of £2,000. Eligible expenditure includes the purchase of capital equipment and the costs of increased marketing activity to attract more visitors.

3.9. Staff wellbeing grant

This discretionary fund can provide a grant to businesses trading in the Inverclyde area. The fund can provide 100% of costs up to a maximum contribution of £250 for wellbeing activities to support both the mental and physical health of staff. This could take a various forms eg paying for an instructor to provide some exercise classes or a practitioner to provide training sessions on managing stress.

3.10. Towards net zero grant

Funded through the UK Shared Prosperity Fund, this discretionary scheme provides financial assistance to help businesses meet specific business growth objectives in the journey towards net zero. Before an application can be submitted, a fully funded energy audit is required to be conducted, which will be arranged by a Business Adviser either from Inverclyde Council or Business Gateway Inverclyde.

3.11. Business exporting grant

This discretionary fund can provide an exporting grant to businesses that are trading in the area. The grant can be used to cover up to 100% of eligible costs (excluding VAT) of exporting activities up to a maximum contribution of £5,000.

PROPERTY UPDATE – G Campbell

- Town Centre percentage vacant = 19.9%
- Total PG percentage vacant = 19.7%

1.0 From previous report:

- 12 Bay Street – Under offer, dampness works nearing completion. Public Consultation complete. Planning Application change of use submitted, community café / dry bar.
- 6 John Wood Street – Let
- 10 John Wood Street – Structural building issues – cracking and dry rot from flat above to be addressed by RCH. IC refub works on hold meantime.
- 15 John Wood Street – Let

2.0 Added from previous report

- 17 John Wood Street – vacant water ingress at rear walkway, RCH remedial works ongoing.
- 8 John Wood Street – vacant from 28 August 2024 statutory inspections instructed.
- 13-21 Church Street vacant possible start-up incubator unit (IC lead) being marketed.
- 27 Church Street vacant from 31 May 2024 being marketed.

End of Document.

AGENDA ITEM NO 7.1

Report To: Port Glasgow Town Centre Regeneration Forum	Date: 20 September 2024
Report By: Inverclyde Council and Partnership Officers	Report No.: PGTCRF20092024
Subject: Inverclyde Council and Partnership Project Updates	Contact No.: 01475 712108

1.0 PURPOSE

1.1 The purpose of this report is to provide attendees of the Port Glasgow Town Centre Regeneration Forum (PGTCRF) with updates on current Projects and Partnership working.

2.0 PROJECT AND PARTNERSHIP UPDATES

2.1 Agenda item 7.1a - King George VI – Community Hub

The project is being funded through the Scottish Government Regeneration Capital Grant Fund (RCGF) with the objective of sympathetically restoring an important heritage building for community use, including introduction of a series of low carbon energy saving design solutions which will help shape and inform future design direction and contribution to the Council's net-zero objectives.

As previously reported, the project has experienced a number of delays which have been reported through the regular capital programme progress reports to the Education and Communities Committee linked to unforeseen complications with the existing building / ground conditions and the complexity of the low carbon retrofit process within a listed period property.

Slating of rear roof, around PV panels complete with lightning conductor tapes installed. Works progressing internally with the plasterboard lining of partitions and curved stairwell ongoing. First fix of plumbing, electrics, data cabling, heating controls and ventilation ductwork to ground floor now complete. Second air tightness test carried out and building continues to achieve the designed target.

Officers from Technical Services continue to engage with the main contractor on a programme to completion with the current target in 4th quarter 2024 subject to continued progress on finishing trades and second fix mechanical and electrical installations. The Committee has previously been advised that the current project budget would be exceeded, and it will be necessary to identify additional funding to address projected over expenditure beyond the available RCGF funding. It is not possible to provide an estimated final account position at this stage and this will be subject to completion on site with an update report to a future Committee.

2.2 Agenda Item 7.1b - Comet Sub-Group

The Comet Sub-Group has provided direction to investigate and gather costs for a full-scale representation. The work to date has allowed a generic specification to be prepared for inclusion in a proposed Prior Information Notice (PIN) to further explore market options.

A PIN was uploaded to the Public Contract Scotland portal in early July and shared on the Creative Scotland website. Four positive returns were received at the end of July confirming an expression of interest. These market research submissions are being reviewed and a summary report being prepared for the Comet Sub-Group.

2.3 Agenda Item 7.1c – Parklea Floral Display



At the PGTCRF the Forum unanimously agreed to a spend of £7k, to fund the 2024 Town Centre Floral Displays from Parklea Branching Out. Picture above of one of the 2024 displays.

2.4 Agenda Item 7.1d - Scottish Water Top Up Point

The Coronation Park Scottish Water Top Up Point was installed the week commencing 6 May 2024, and is fully operational. ([Link to Scottish Water website showing location of Top Up Point in Coronation Park](#)).



2.5 **Agenda Item 7.1e - Port Glasgow 2025 (PG25) Update**

The Inverclyde Council's Policy and Resources Committee, at its meeting held 13 August 2024, agreed to allocate £40k from the Common Good fund, to create a number of events and activities to mark the 250th anniversary of Port Glasgow as a burgh. ([Link to IC news item](#), [link to Policy and Resources Committee papers for 13 August 2024](#)) and [link to Policy and Resources Committee meeting 13.08.2024](#).

Port Glasgow 2025 – Update as at 12/09/2024

2.5.1 **Overview**

Port Glasgow 2025 Ltd is a social enterprise established to improve the economic, social and environmental wellbeing of the town of Port Glasgow.

Focused around the celebration of the 250th anniversary of the formation of the burgh of Port Glasgow, we aim to revitalize the town through community engagement, volunteer led projects, business and social enterprise creation and events and celebrations.

Port Glasgow doesn't suffer a lack of resources, but does suffer a lack of resourcefulness.

PG25 aims to build resilience and confidence in the community of Port Glasgow to encourage the population to take personal and voluntary responsibility for themselves and their community.

2.5.2 **Engagement**

PG25 continue to engage widely throughout Port Glasgow and grow our team of volunteers.

Upcoming engagement events include:

- 28th September – McMillan Coffee Morning (15 John Wood Street)
- 5th October – Official launch of Port Glasgow 2025 programme for next year (15 John Wood Street)
- 30th October – CVS Social Enterprise and Volunteering Showcase (Beacon)
- 6th November – Lower Port Glasgow Housing Forum (Port Glasgow Town Hall)

2.5.3 **Social Enterprises**

Update on the initial social enterprises within PG25 scope;

- **The Rope & Duck** – Alcohol free café/Bar within the former Prince of Wales Bar.
Status: Heads of terms agreed with Inverclyde Council
- **Kincaid's** – Pop up shop within the former Wuggs Rolls shop at 8 John Wood Street
Status: Heads of terms agree with Inverclyde Council – Common Good consultation starts 23rd September

- **The Perch** – Gift & Craft shop within the front 15 John Wood Street returning this to retail
Status: Negotiating with Savills and Mitie for contemporary fit out
- **The Yard** – Music & sports venue, rehearsal rooms and recording studio
Status: Currently being used as storage space for Inverclyde Resource & Repair Hub
- **The Comet Market** – Indoor market within the ground floor of the former Woolworths Complex
Status: Negotiations with Inverclyde Council & Riverside Inverclyde around bringing this substantial retail frontage back into use.
- **The Studios** – New community venue/function space within 1st floor of the former Woolworths Complex
Status: Negotiations with Inverclyde Council & Riverside Inverclyde around bringing this substantial retail frontage back into use.
- **Inverclyde Resource & Repair Hub** – Resource hub aggregating assets from corporate clients which can be utilised or sold to fund new start or existing enterprises.
Status: Currently being run from 20 Balfour Street while negotiating with Inverclyde Council on use of the rear of the former Woolworth Complex.
- **Current projects being supported:**
Richmond Fellowship – Complete fit out of new offices on Nicholson Street Greenock
Mojo’s Café – Supply of equipment to better compete with Greggs

2.5.4 Programmed Events

The following are the programme of events being planned for the 2025 celebrations:

CONFIRMED

- **The Big First Foot (Jan 1st – 3rd)**
New Year first footing, volunteer led event. All households visited within the first 3 days of 2025 with a positive message and first footing gift from PG25.
- **Comet Festival (June 20th – 22nd)**
Bringing some of the traditional elements of the Comet Festival back and extending the festival to a 3 day event.
- **The Big River Festival (August 1st – 2nd)**
Port Glasgow music festival over 2 days based mainly within the town centre.
- **Winterfest (December 8th – January 4th)**

Winter Festival with Christmas markets, ice rink and fair rides stretching from the retail park to the foot of Princes Street.

UNCONFIRMED

- **Birkmyre Park Life**
Picnic, BBQ, music and games within Birkmyre Park with a view to establishing a volunteer led group to refresh and maintain the park. Fundraising to bring more activity and assets to the park to return it to a focus for the Port Glasgow community.
- **On Yer Bike**
Bike Festival around road races, mountain biking and BMX.
- **Heritage Festival**
Based around Newark Castle a historical festival showcasing the origins of Port Glasgow from Newark. Hog Roast, battle re-enactments, traditional dress, etc.
- **Sports Tournaments**
Weekend sports tournaments and taster events for sports available within Inverclyde including an alternative Highland Games.

2.6 **Agenda Item 7.1f – Commercial Bins**

At the PGTCRF meeting held 20 June 2024, it was reported that there was an overflowing commercial waste bin on Princes Street that was attracting vermin. Pest control measures were put in place on 19 June 2024, but no one was sure who by. It was also advised that Manzil bins are also attracting vermin too.

It was confirmed on 4 July 2024 that IC put in the pest control measures.

Commercial Services advised they will identify who the commercial bin on Princes St. belongs to and will contact them to resolve the overflowing bin. They further advised Manzil do have two weekly collections in place, but they will also contact them to advise of cleanliness of location and/or possible increase in collections.

5 July 2024 – IC Environmental and Commercial Services visited the site and spoke to the Funeral Directors, who advised the bin didn't belong to them and thought it was a rogue bin. IC Officers wrote to Biffa raising the issue with the bin, asking that if it was a rogue bin, could it be removed as soon as possible (Picture below).



Picture of Bins 1

28 August 2024 – an IC Commercial Officer revisited the site which showed the bin was no longer overflowing and was locked. The area around the bin was clean and free from any rubbish and the rodent problem has been resolved. However, the Officer again wrote to Biffa to identify who the bin belongs to, to hopefully engage with the owner going forward.



Picture of Bins 2

The following IC Environmental and Commercial Services officers, were extremely helpful and supportive with resolving this situation/issue:-

- A Fulton
- C Gair
- R McMaster
- A McQuillan

2.7 **Agenda Item 7.1g - Parklea Branching Out Heritage Project**



Port Glasgow Town Centre & Heritage Update

Regeneration Forum Meeting
September 2024



Work Undertaken

Seasonal work started in April 2024, we kicked off by preparing the hanging baskets for the Town Centre. A total of 18 baskets are stored at PBO for planting. These baskets are planted and cared for in our greenhouses for approximately a month to allow the plants to establish before being moved and placed in Port Glasgow Town Centre. Staff, apprentices, volunteers, and service users all contribute to the various aspects of this project. Throughout the season, the baskets are cared for by the PBO team, who make three visits per week to the town centre to water, deadhead, and ensure the baskets are maintained.

Alongside the baskets, PBO also plant and maintain Town Centre beds, which include:

- 2 Large Raised Beds – Princes Street
- 1 Large Shrub Bed – Huntley Terrace
- 1 Circular Bed at the Cenotaph
- 3 Smaller Beds along the perimeter of Greenock Road/Fore Street area.
- Small Concrete Planters around Port Glasgow Library and Bay Sreet.

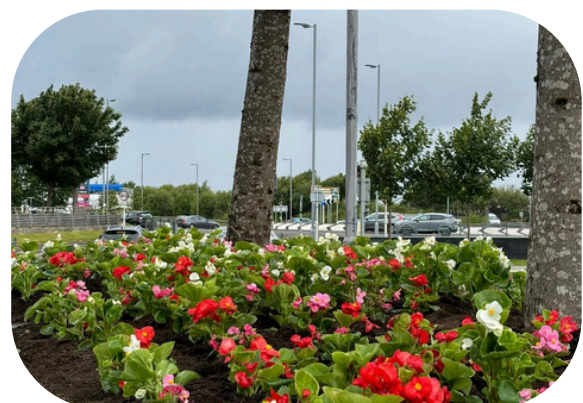
This year we have grown on over 1600 Bedding Plants for the PGTC area. Along with the hanging baskets, the flower beds are regularly checked for weeding and watering and general maintenance.



Benefits

The advantages of PBO undertaking this work offer significant training and upskilling opportunities for everyone involved. Engaging in group projects like this has shown to greatly enhance young people's confidence, communication abilities, and self-esteem.

Furthermore, the efforts made contribute to a more inviting atmosphere in our local community, bringing a brighter experience for residents, shoppers, and business owners alike.



Feedback



“I love getting to be part of the team and making the town better ” – **Calum Logan, Employability Programme Participant**

“Working in the Town Centre has allowed me to improve my skills and understanding of horticulture, which has been great help in achieving my qualification” – **Robyn, Modern Apprentice**

“I have enjoyed getting out and doing physical work as well as working with others” – **Kieran, Employability Programme Participant**



Photos



Parklea Heritage Project – Update

Looking to the past – linking to the future



Through The National Lottery Heritage Fund, we secured £83,000 to undertake an 18-month heritage project focused on the history and heritage of our site. Our aim is to engage individuals who might not typically have access to their heritage, helping them develop new skills and participate in various activities. Our Heritage project has been active for eight months now.

During this time, we have hosted three blocks of art classes that explore the heritage of our site, the local flora and fauna, and the timber ponds. This initiative has provided participants and volunteers from our Parklea community with the chance to learn new skills while connecting with our local heritage.

In addition, we have delivered three blocks of photography classes, offering participants the opportunity to acquire a new skill while focusing on our site's heritage, the surrounding scenery, and local historical landmarks like Newark Castle. Works from both the art and photography classes will be showcased in an exhibition at the new café in November.

Through our exploration of local history in collaboration with amateur historians, we discovered that the area east of Newark Castle was once populated with market gardens throughout the 1700s. Known for its fruit trees, we took the opportunity to establish a heritage orchard on-site. With the assistance of a heritage fruit tree specialist, we organised a successful community planting day, resulting in 56 trees now planted in the community orchard, which will serve as part of our legacy after the project concludes. Additionally, we are hosting an apple/orchard day on October 9th to celebrate the orchard and further engage the local community.

As a lasting contribution of our project, we are creating a Heritage walk. Collaborating with local historians, we have developed 10 points of interest along the shorefront. This walk will be accessible through an app called GeoTourist, narrated by our staff and clients, making it available to everyone.

Archaeology Scotland has partnered with us to deliver part of their Clyde Valley Communities Programme, aiming to engage local community members who may not otherwise have access to archaeology. The first session has already occurred, with three additional days scheduled in September for both clients and public activities at the Timber Ponds.

As part of the project, we have planned outings to Newark Castle, the James Watt Institution, and the Dumbarton Maritime Museum. We have also conducted map investigations through the National Library of Scotland, compiling maps of Parklea dating back to the 1600s.

We have created a short film featuring drone footage that captures the development of our new building over the nine-month construction period. This film will be presented as an audio-visual piece during our exhibition at the café at the end of November.

Interpretation boards will be installed at the orchard and outside the café to explain the history and heritage of our site. Furthermore, we will restore the original historical interpretation panels along the existing footpath that connects to our site.



AGENDA ITEM NO. 7.1h

Report To: Port Glasgow Town Centre Regeneration Forum	Date: 20 September 2024
Report By: Inverclyde Council Officer	Report No. PGTCRF200920247.1h
Subject: Inverclyde Council Project Update	Contact No.: 01475 712108

1.0 PURPOSE

1.1 The purpose of this report is to provide attendees of the Port Glasgow Town Centre Regeneration Forum (PGTCRF) with an update on the proposed Inverclyde Council Support for PG2025 Celebrations Projects.

1.2 Agenda Item 7.1h – PG2025

- Corp Coms are liaising with K Green and the committee of the Comet Festival which will hopefully take on a heritage PG250 theme.
- IC have spoken to the head teachers of the schools and they are speaking to the pupils about potential legacy projects.
- The council will create an open source logo that can be used by any community events. We would be keen to collate the community events and help to brand them (in a similar way to Meliora during and after COVID).
- Corp Coms has liaised with Glasgow 850, and they are keen to join up.
- The libraries are keen to take something forward.
- IC have a meeting with Historic Scotland to liaise with them on an event involving the council.
- Other thoughts IC have had (and would be keen to get feedback on) is a floral display with 250 and also commissioning a piece of pipe music.

End of Document.