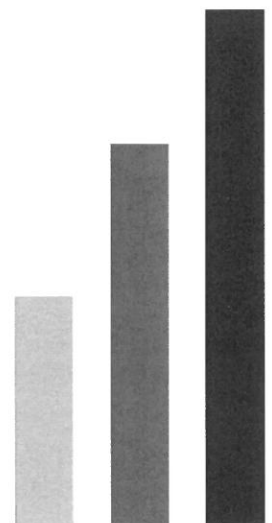


Agenda 2015

Environment & Regeneration Committee

For meeting on:

30	April	2015
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A meeting of the Environment & Regeneration Committee will be held on Thursday 30 April 2015 at 3pm within the Municipal Buildings, Greenock.

GERARD MALONE
Head of Legal and Property Services

BUSINESS

1. Apologies, Substitutions and Declarations of Interest	Page
PERFORMANCE MANAGEMENT	
2. Environment & Regeneration Revenue Budget 2014/15 – Period 11 to 28 February 2015 Report by Chief Financial Officer and Corporate Director Environment, Regeneration & Resources	p
3. Environment & Regeneration Capital Programme 2014/15 to 2015/16 - Progress Report by Chief Financial Officer and Corporate Director Environment, Regeneration & Resources	p
4. Review of Inverclyde Economic Development & Regeneration Single Operating Plan Report by Corporate Director Environment, Regeneration & Resources (NB Annex 2 to follow)	p
NEW BUSINESS	
5. City Deal Progress Report Report by Corporate Director Environment, Regeneration & Resources	p
6. Town and Village Centres Environmental Improvements Report by Corporate Director Environment, Regeneration & Resources	p
7. Developing Scotland's Young Workforce (DSYW) Report by Corporate Director Environment, Regeneration & Resources	p
8. Youth Employment Initiative – YEI Scotland Report by Corporate Director Environment, Regeneration & Resources	p

9.	Repopulation Outcome Delivery Group – Redistribution of Funds and Update on Progress as at March 2015 Report by Corporate Director Environment, Regeneration & Resources	p
10.	Local Development Plan (2014) – Proposed Planning Guidance on Developer Contributions Report by Corporate Director Environment, Regeneration & Resources	p
11.	Inverclyde Local Development Plan: Supplementary Guidance on Renewable Energy Report by Corporate Director Environment, Regeneration & Resources	p
12.	Inverclyde Local Development Plan: Conservation Area Proposals Report by Corporate Director Environment, Regeneration & Resources	p
13.	Climate Change (Scotland) Act 2009: Public Bodies Duties Action Plan – Year Two Progress Report by Corporate Director Environment, Regeneration & Resources	p
14.	Environmental & Commercial Services (Roads) SPT Grant Funded Projects (2015/16) Report by Corporate Director Environment, Regeneration & Resources	p
15.	Environmental & Commercial Services (Roads) Sustrans Grant Funded Projects(2015/16) Report by Corporate Director Environment, Regeneration & Resources	p
16.	Flooding Update No. 5 Report by Corporate Director Environment, Regeneration & Resources	p
17.	Road Safety Inspection and Fault Categorisation Guidance Document Report by Corporate Director Environment, Regeneration & Resources	p
18.	Traffic Regulation Order Procedure (Revision 1) Report by Corporate Director Environment, Regeneration & Resources	p
19.	Proposed Traffic Regulation Order - Disabled Persons' Parking Places (On-Street) Order No. 4 2014 Report by Corporate Director Environment, Regeneration & Resources	p
20.	Commercial Voids Report by Corporate Director Environment, Regeneration & Resources	p
The documentation relative to the following items has been treated as exempt information in terms of the Local Government (Scotland) Act 1973 as amended, the nature of the exempt information being that set out in the paragraphs of Part I of Schedule 7(A) of the Act whose numbers are set out opposite the heading to each item.		
21.	Recycling Contract – Current Markets Report by Corporate Director Environment, Regeneration & Resources on the current state of the recycling market and potential impacts on the Council's recycling contracts	p

22.	Environmental & Commercial Services (Roads) RAMP/Capital Programme for Carriageway Protective Surface Treatments 2015/16 – Award of Tender Report by Corporate Director Environment, Regeneration & Resources seeking approval to award a tender for the above	Paras 6 & 8	p
23.	Non-Operational Property Portfolio Information Scheme of Delegation Register Report by Corporate Director Environment, Regeneration & Resources on information relative to the Council's non-operational property portfolio	Paras 2, 6 & 9	p
24.	Lease of Premises – Tower Drive, Gourock Report by Corporate Director Environment, Regeneration & Resources on the lease of premises at Tower Drive, Gourock	Paras 2, 6 & 9	p
25.	Property Assets Management Report Report by Corporate Director Environment, Regeneration & Resources on activities and proposals for the management of the Council's property assets	Paras 2, 6 & 9	p

Enquiries to - **Rona McGhee** - Tel 01475 712113

Report To:	Environment & Regeneration Committee	Date:	30 April 2015
Report By:	Chief Financial Officer and Corporate Director Environment, Regeneration and Resources	Report No:	FIN/30/15/MMcC/AP
Contact Officer:	Mary McCabe	Contact No:	01475 712222
Subject:	Environment and Regeneration 2014/15 Revenue Budget – Period 11 to 28 February 2015		

1.0 PURPOSE

- 1.1 To advise Committee of the 2014/15 Revenue Budget position at period 11 to 28 February 2015.

2.0 SUMMARY

- 2.1 The revised 2014/15 budget for Environment and Regeneration is £20,815,610 which excludes Earmarked Reserves.
- 2.2 The latest projection, excluding Earmarked Reserves, is an underspend of £151,000, a reduction in spend of £88,000 since Period 9 Committee.
- 2.3 The major variances projected at Period 11 are:
- i. Employee Cost underspends across the Committee of £267,000; £217,000 of which are due to the early achievement of future year's savings. This projection includes costs associated with back dated holiday pay of £75,000.
 - ii. A one off cost of £90,000 to create an Earmarked Reserve to cover the costs of the City Deal project management office for a 3 year period, as approved at the October meeting.
 - iii. An underrecovery in Planning income of £90,000 due to fewer than anticipated planning applications being received.
 - iv. An underspend in Refuse Transfer Station residual waste costs of £67,000 due to a reduction in the tonnages being sent to landfill.
- 2.4 Earmarked Reserves for 2014/15 total £4,032,000 of which £2,279,000 is projected to be spent in the current financial year. As detailed in Appendix 3 expenditure of £1,936,000 (65.9%) been incurred against planned spend of £2,936,000.
- 2.5 A request was approved by Environment and Regeneration Committee on 5 September 2013 to provide one off financial support to Waverley Excursions Ltd (WEL) during 2013/16. This was approved to enable WEL to develop a self-supporting sustainable business plan and further work has to be undertaken on this before any further annual payments can be released.

3.0 RECOMMENDATIONS

- 3.1 The Committee note the current projected underspend for 2014/15 of £151,000 as at 31 December 2014.
- 3.2 The Committee is asked to approve virement as detailed in Section 7 and Appendix 4.
- 3.3 The Committee note the position of the funding contribution to WEL.

Alan Puckrin
Chief Financial Officer

Aubrey Fawcett
Corporate Director
Environment, Regeneration & Resources

4.0 BACKGROUND

4.1 The purpose of this report is to advise Committee of the current position of the 2014/15 budget and to highlight the main issues contributing to the projected underspend.

5.0 2014/15 CURRENT POSITION

5.1 The current projection for 2014/15 is an underspend of £151,000.

5.2 Regeneration & Planning - £146,000 Overspend

The current projected out-turn for Regeneration & Planning is an overspend of £146,000, an increase in projected spend of £51,000 from Period 9.

The main issues relating to the current projected overspend for Regeneration & Planning are detailed in Appendix 2. The projected outturn includes the one off allocation of £90,000 to fund 3 year Project Management Office costs relating to the City Deal, as previously reported. The major variances and movement from last period are explained below:

(a) Employee Costs

There is a projected underspend of £56,000, £7,000 more spend than Period 9. This underspend is due to turnover savings and includes the early achievement of a 2015/16 saving (£39,000).

(b) Property Costs

There is a projected underspend of £19,000; £9,000 less spend than projected at last Committee. This is mainly due to an underspend in Commercial Industrial security of £20,000, a reduction in spend of £7,000 from that previously reported. This budget line has been taken as a saving for 2015/16.

(c) Payment to Other Bodies

Payments to other bodies are projected to outturn £107,000 over budget mainly due to the City Deal Project Management Office costs and Commercial Industrial other expenditure of £10,000, as previously reported.

(d) Income

Income is projected to be underrecovered by £92,000, £50,000 less income than previously reported, due to a further underrecovery in Planning income resulting from fewer than anticipated planning applications being received; total underrecovery being £90,000.

5.3 Property Services - £68,000 Overspend

The current projected out-turn for Property Services is an overspend of £68,000, a reduction in spend of £26,000 since last Committee.

The main issues contributing to the current projected overspend for Property Services are detailed in Appendix 2 and these and the movement from last Committee are detailed below:

(a) Property Costs

There is a projected overspend of £29,000 in property costs, £24,000 less spend than reported at Period 9. This is mainly due to a further reduction in electricity costs of £25,000

within Office Accommodation; the projected underspend is £53,000. There remain overspends in Office Accommodation NDR and water of £49,000 and £16,000; an underspend in Office Accommodation gas of £23,000 and an overspend on Surplus property of £39,000, mainly due to increased NDR.

(b) Income

Income is projected to be £5,000 overrecovered, an increase in income of £5,000 since Period 9, due to:

- i. A further reduction in Physical Assets income of £6,000, total projected underrecovery being £36,000.
- ii. An overrecovery of Office Accommodation income of £11,000, not previously reported.

5.4 **Environmental & Commercial Services - £345,000 Underspend**

The current projected out-turn for Environmental & Commercial Services is an underspend of £345,000; a reduction in projected spend of £113,000 since last Committee.

The main issues contributing to the current projected underspend for Environmental & Commercial Services are detailed in Appendix 2 and these and the movement from last period are explained below:

(a) Employee Costs

There is a projected underspend of £225,000 within employee costs, an increase in projected spend of £27,000 from last Committee. Of this underspend, £178,000 is the early achievement of future year's savings. The major variances and movements from Period 9 are as follows:

- i. As previously reported, costs associated with back dated holiday pay for 2014/15 of £73,000. It was agreed at Policy & Resources Committee, 18 November 2014, that these costs would be contained by individual directorates.
- ii. As previously reported, additional costs relating to the increased living wage rate of £33,000; mainly within Facilities Management.
- iii. An underspend in Ground Maintenance of £33,000; a minor increase in costs of £6,000 since last period; £25,000 being the early achievement of a 2015/16 saving.
- iv. A projected overspend of £61,000 within the Roads Operational Account; an increase in spend of £15,000 since last Committee, mainly due to increased overtime which is offset by additional income.
- v. Turnover savings within Environmental management of £106,000. £7,000 more spend than last Committee due to increased overtime. £29,000 of savings relate to the early achievement of a 2015/16 saving.
- vi. An underspend in Janitors of £45,000, a reduction in spend of £5,000 since Period 9. This underspend is offset by reduced recharge income.
- vii. A projected underspend in Facilities Management Cleaning costs of £5,000. This is a reduction in spend of £10,000 since Period 9 due to a projected reduction in additional hours for sickness.
- viii. There is an underspend in Street Cleaning of £63,000, a minor increase in spend of £3,000 since last Committee, £55,000 is the early achievement of a saving which will be removed as part of the 2015/16 savings exercise.
- ix. There remains a projected underspend in Building Services of £100,000, £58,000 of which is the early achievement of a future saving.
- x. Minor turnover savings across the Service totalling £40,000.

(b) Property Costs

Property Costs are projected to outturn £115,000 under budget, £81,000 less than Period 9. Since Period 9, the material movements have been as follows:

- i. A reduction in residual waste disposal costs of £45,000; £67,000 total underspend projected. This underspend is due to a reduction in residual waste tonnages partly due to the introduction of the glass waste recycling scheme.
- ii. Underspends in utilities of £30,000, made up of underspends in electricity £11,000, gas £5,000, water £5,000 and heating oil £9,000, not previously reported.

(c) Supplies & Services

There is a projected overspend of £942,000 within Supplies & Services, a reduction in projected spend of £267,000 since last Committee, mainly due to the following:

- i. An increase in Building Services direct purchases costs of £26,000, total overspend being £112,000. There remains a projected underspend on subcontractors of £120,000. These projections are based on the current workload and are offset by a reduction in income.
- ii. There is a projected overspend of £85,000 on Roads Client payments to contractors, an increase of £6,000 since Period 9. This is partially offset by additional recoverable income of £55,000.
- iii. A reduction in Roads Client electrical power costs of £28,000. Previously £13,000 had been allocated to this line from the inflation contingency. This has now been returned and the projected underspend is £15,000.
- iv. There remains an underspend in Roads Client Lighting Maintenance of £48,000, £2,000 more spend than previously reported. This underspend takes account of spend to date and projected lighting defects and has been achieved due to efficiencies within the new contract and close performance management with the new contractor.
- v. A projected underspend in Roads Client roads assessment/feasibility studies of £13,000 due to consultancy costs outturning less than previously anticipated.
- vi. A reduction in spend on Roads Operational Account subcontractors and materials of £49,000 and £213,000 respectively, based on the current work plan. There remains an overspend of £960,000 in Roads materials and subcontractors which is more than offset by additional income.
- vii. A reduction in Catering provisions spend of £12,000, the total underspend being £49,000.
- viii. Projected overspends in Vehicle Maintenance sub-contractors and materials costs of £30,000 and £10,000; offset by additional recharge income; not previously reported.
- ix. It was reported at last Committee that there would be an overspend in Crematorium technical equipment of £27,000 due to essential repairs to the cremators and emissions apparatus. This expenditure will not now take place in this financial year due to contractor lead in times. Therefore, there has been a reduction in projected spend of £27,000. These essential repairs will be carried out next financial year.

(d) Transportation & Plant

There is a projected overspend of £215,000, a reduction in spend of £62,000 since last Committee, mainly due to:

- i. A reduction in projected spend on Roads Operational Account external hires of £46,000 based on the current work plan. There remains an overspend of £221,000 which is more than offset by additional income.
- ii. There remains an overspend on client services' non routine maintenance of £46,000.
- iii. Underspends in client services' fuel totalling £30,000; a further reduction in spend of £12,000 since Period 9. There is a corresponding underspend in Vehicle Maintenance purchase of fuel of £37,000 which is offset by reduced income.

(e) Administration Costs

There is a projected overspend of £50,000, a reduction in spend of £4,000 since Period 9 made up of a number of minor movements, none of which are material.

(f) Income

There is a projected overrecovery in income of £1,231,000, a reduction in income of £266,000 since Period 9, the material movements being as follows:

- i. An increase in Roads Client recoverable income, in line with increased payments to contractors costs of £6,000, per 5.4(c)(ii) above. The total overrecovery projected is £55,000.
- ii. An increase in Burial Grounds interment income of £6,000. There remains an underrecovery of £30,000.
- iii. An increase in Building Services income of £32,000, in line with increased direct purchases per 5.4(c)(i) above. There remains an underrecovery of £20,000, offset by reduced expenditure.
- iv. A net reduction in Refuse Collection income of £13,000, not previously reported. This is made up of underrecoveries in sale of bins and sacks £9,000, trade waste £9,000 and bulk uplifts £3,000 partially offset by increased sales, fees and charges of £8,000.
- v. A reduction in Roads Operational Account income of £333,000. There remains a projected overrecovery of £1,323,000 due to additional income; mainly from capital. This additional income is partially offset by additional costs with the net projected outturn for the Operational Account being an overrecovery of £36,000.
- vi. A projected overrecovery of Parking income of £14,000, not previously reported. This is made up of an overrecovery of fines income of £21,000 offset by an underrecovery of parking charges income of £7,000.
- vii. An increase in Vehicle Maintenance non routine maintenance income of £35,000, in line with increased materials and sub-contractors costs, per 5.4(c)(viii) above. The total overrecovery being £62,000.
- viii. A reduction in Janitors' recharge income of £5,000, in line with decreased employee costs. This increases the underrecovery in Janitors income to £35,000, directly offset by reduced employee costs.
- ix. The underrecovery in Catering special catering income has increased by £11,000 to £61,000. This is partially offset by an overrecovery of Catering social work income of £18,000, not previously reported.
- x. There remains a projected underrecovery in Roads Client sales, fees and charges of £46,000 and an overrecovery of advertising income of £23,000, as previously reported.
- xi. Within Vehicle Maintenance, there remains an overrecovery in Drivers' recharge income of £25,000 and an underrecovery in fuel, in line with reduced expenditure, of £37,000; a further reduction of £6,000 since last Committee.

5.5 **Corporate Director - £20,000 Underspend**

The Corporate Director budget is projecting £20,000 under budget as a result of recharges to Riverside Inverclyde, as previously reported.

6.0 **EARMARKED RESERVES**

- 6.1 There is a planned contribution of £2,307,000 to Earmarked Reserves in the current financial year. Appendix 3 gives an update on the operational Earmarked Reserves, ie excluding strategic funding models such as RI funding, AMP and Vehicle Replacement Programme. Spend to date on these operational Earmarked Reserves is 65.9% of the phased budget (£1,000,000 less spend than anticipated). However, it should be noted that since the original budget phasings were developed a number of reserves have seen their funding reduced as part of the budget process earmarked reserve write back and a number of projects have been rephased to future years. Spend to date is 84.9% of revised projected spend for the year.

- 6.2 Earmarked reserve budgets reflect the write back decisions agreed in February as part of the 2015/16 budget setting process.
- 6.3 A request was approved by Environment and Regeneration Committee on 5 September 2013 to provide one off financial support to Waverley Excursions Ltd (WEL) during 2013/16. A total of £45,000 was approved and funded from the Revenue Contingency Earmarked Reserve, £20,000 payable in 2013/14, £15,000 2014/15 with the final payment of £10,000 due in 2015/16. This was approved to enable WEL to develop a self-supporting sustainable business plan.
- 6.4 Further work has to be undertaken on this before any further annual payments can be released. The Corporate Director is in dialogue with the neighbouring Authorities who also agreed a similar contribution in 2013. Committee will be updated on the outcome of these discussions.

7.0 VIREMENTS

- 7.1 Committee is asked to approve virement as outlined in Appendix 4. This virement relates to the 2015/16 budget and is to cover the costs of the Crematorium organists. Further details are provided in the Appendix.

8.0 IMPLICATIONS

Finance

- 8.1 All finance implications are discussed in detail within the report above.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

Legal

- 8.2 There are no specific legal implications arising from this report.

Human Resources

- 8.3 There are no specific human resources implications arising from this report.

Equalities

- 8.4 There are no equality issues arising from this report.

Repopulation

8.5 There are no repopulation issues within this report.

9.0 CONSULTATIONS

9.1 The report has been jointly prepared by the Corporate Director Environment, Regeneration & Resources and the Chief Financial Officer.

10.0 CONCLUSIONS

10.1 The Committee is currently reporting an underspend of £151,000.

11.0 LIST OF BACKGROUND PAPERS

11.1 There are no background papers relating to this report.

ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTPERIOD 11: 1st April 2014 - 28th February 2015

Subjective Heading	Approved Budget 2014/15 £000	Revised Budget 2014/15 £000	Projected Out-turn 2014/15 £000	Projected Over/(Under) Spend	Percentage Variance %
Employee Costs	18,101	18,104	17,837	(267)	(1.47)%
Property Costs	8,066	8,173	8,069	(104)	(1.28)%
Supplies & Services	5,395	5,559	6,497	938	16.88%
Transport Costs	2,221	2,182	2,396	214	9.81%
Administration Costs	506	546	655	109	19.93%
Payments to Other Bodies	7,206	7,333	7,457	124	1.69%
Income	(18,473)	(18,774)	(19,939)	(1,165)	(6.20)%
TOTAL NET EXPENDITURE	23,022	23,123	22,972	(151)	(0.65)%
Transfer to Earmarked Reserves *	0	(2,307)	(2,307)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	23,022	20,816	20,665	(151)	(0.72)%

Objective Heading	Approved Budget 2014/15 £000	Revised Budget 2014/15 £000	Projected Out-turn 2014/15 £000	Projected Over/(Under) Spend	Percentage Variance %
Regeneration & Planning	4,840	4,840	4,986	146	3.02%
Property Services	3,777	3,254	3,322	68	2.10%
Environmental & Commercial Services	14,247	14,871	14,526	(345)	(2.32)%
Corporate Director	158	158	138	(20)	(12.49)%
TOTAL NET EXPENDITURE	23,022	23,123	22,972	(151)	(0.65)%
Transfer to Earmarked Reserves *	0	(2,307)	(2,307)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	23,022	20,816	20,665	(151)	(0.72)%

* Per Appendix 3: New funding transferred to earmarked reserves during 2014/15

ENVIRONMENT AND REGENERATION COMMITTEE**REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****PERIOD 11: 1st April 2014 - 28th February 2015**

<u>Out Turn</u> <u>2013/14</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2014/15</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u>	<u>Actual to</u> <u>28-Feb-15</u> <u>£000</u>	<u>Projection</u> <u>2014/15</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
	REGENERATION & PLANNING							
90	Cleaner, Greener	Employee Costs	91	77	46	52	(39)	(42.86)%
263	Planning Admin	Employee Costs	325	282	297	343	18	5.54%
262	Building Standards	Employee Costs	299	260	250	286	(13)	(4.35)%
99	Get Ready for Work	Employee Costs	96	84	80	86	(10)	(10.42)%
10	Commercial & Industrial	Employee Costs	22	19	8	12	(10)	(45.45)%
							(54)	
0	Commercial & Industrial - Security	Property Costs	20	18	0	0	(20)	(100.00)%
							(20)	
13	Planning - Local Plan Preparation	Administration	8	8	31	31	23	287.50%
							23	
0	Payments to Other Bodies - City Deal PMO	PTOB	0	0	7	90	90	
92	Planning - Payments to Other Bodies	PTOB	122	122	99	135	13	10.66%
							103	
(98)	Getting Ready for Work Contract Income	Income	(108)	96	(86)	(97)	11	(10.19)%
(616)	Planning - Income	Income	(587)	(537)	(442)	(497)	90	(15.33)%
							101	
	PROPERTY SERVICES							
204	Office Accommodation - Rates	Property Costs	194	194	243	243	49	25.26%
37	Office Accommodation - Water	Property Costs	27	27	44	43	16	59.26%
158	Office Accommodation - Electricity	Property Costs	198	164	127	145	(53)	(26.77)%
78	Office Accommodation - Gas	Property Costs	96	80	55	75	(21)	(21.88)%
86	Surplus Property	Property Costs	51	46	100	90	39	76.47%
							30	
0	Technical Services - Agency Staff	Administration	0	0	28	30	30	
							30	
(94)	Physical Assets - Income	Income	(180)	(168)	(119)	(144)	36	(20.00)%
(9)	Office Accommodation - Income	Income	(24)	(24)	(32)	(35)	(11)	45.83%
(1,106)	Technical Services - Income	Income	(1,100)	(916)	(301)	(1,130)	(30)	2.73%
							(5)	

ENVIRONMENT AND REGENERATION COMMITTEE**REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****PERIOD 11: 1st April 2014 - 28th February 2015**

<u>Out Turn</u> <u>2013/14</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2014/15</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u>	<u>Actual to</u> <u>28-Feb-15</u> <u>£000</u>	<u>Projection</u> <u>2014/15</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
	ENVIRONMENTAL & COMMERCIAL SERVICES							
1,530	Ground Maintenance	Employee Costs	1,542	1,359	1,342	1,516	(26)	(1.69)%
947	Street Sweeping	Employee Costs	1,043	906	854	983	(60)	(5.75)%
600	Vehicle Maintenance	Employee Costs	618	536	521	607	(11)	(1.78)%
2,561	Management	Employee Costs	2,863	2,487	2,361	2,765	(98)	(3.42)%
775	Roads Operational Account	Employee Costs	788	684	742	862	74	9.39%
1,021	Janitors	Employee Costs	1,063	974	892	1,029	(34)	(3.20)%
1,658	Cleaning	Employee Costs	1,647	1,510	1,424	1,668	21	1.28%
863	Building Services Unit	Employee Costs	929	807	719	833	(96)	(10.33)%
							(230)	
207	Environmental - Electricity	Property Costs	195	147	139	184	(11)	(5.64)%
110	Ground Maintenance - Hire of Skips	Property Costs	102	68	44	79	(23)	(22.55)%
2,306	Transfer Station - Waste Disposal	Property Costs	2,488	2,119	2,049	2,421	(67)	(2.69)%
58	Catering - Cleaning Materials	Property Costs	46	42	56	61	15	32.61%
							(86)	
70	Roads Client - Emergency/Miscellaneous	Supplies & Services	25	23	56	57	32	128.00%
271	Roads Client - Payments to Lighting Contractor	Supplies & Services	440	403	341	390	(50)	(11.36)%
531	Roads Client - Electrical Power (Street Lighting)	Supplies & Services	539	494	418	524	(15)	(2.78)%
75	Roads Client - Roads Assessments/Feasibilities	Supplies & Services	77	71	35	64	(13)	(16.88)%
244	Roads Operational Account - Sub-contractors	Supplies & Services	119	109	255	272	153	128.57%
1,876	Roads Operational Account - Materials	Supplies & Services	810	743	1,489	1,617	807	99.63%
204	Building Services Unit - Direct Purchases	Supplies & Services	164	150	208	276	112	68.29%
290	Building Services Unit - Subcontractors	Supplies & Services	220	202	80	100	(120)	(54.55)%
927	Catering - Provisions	Supplies & Services	977	896	806	928	(49)	(5.02)%
148	Vehicle Maintenance - Sub Contractors	Supplies & Services	85	75	104	115	30	35.29%
192	Vehicle Maintenance - Materials	Supplies & Services	170	145	165	180	10	5.88%
							897	
578	Vehicle Maintenance - External Fuel Purchases	Transport & Plant	566	533	477	529	(37)	(6.54)%
452	Environmental - Client Fuel Usage	Transport & Plant	446	419	368	416	(30)	(6.73)%
324	Client Services - Non Routine Maintenance (excludes Roads)	Transport & Plant	217	209	245	239	22	10.14%
386	Roads Operational Account - External Hires	Transport & Plant	94	86	276	315	221	235.11%
70	Roads Operational Account - Non-Routine Maintenance	Transport & Plant	26	24	52	52	26	100.00%
							202	
24	Refuse Collection - Agency staff	Administration	26	16	50	55	29	111.54%
11	Building Services Unit - Agency staff	Administration	0	0	15	18	18	
							47	

ENVIRONMENT AND REGENERATION COMMITTEE

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

PERIOD 11: 1st April 2014 - 28th February 2015

Out Turn 2013/14 £000	Budget Heading	Subjective Head	Budget 2014/15 £000	Proportion of Budget	Actual to 28-Feb-15 £000	Projection 2014/15 £000	(Under)/Over Budget £000	Percentage Variance %
46	Waste Strategy - Payments Greenlight	PTOB	160	157	126	147	(13)	(8.13)%
109	Waste Strategy - Payments Other Bodies	PTOB	80	56	92	93	13	16.25%
101	Waste Strategy - Composting	PTOB	88	84	100	108	20	22.73%
							20	
(132)	Burial Grounds - Interments	Income	(170)	(155)	(119)	(140)	30	(17.65)%
(583)	Vehicle Maintenance - Fuel Income	Income	(566)	(533)	(477)	(529)	37	(6.54)%
(451)	Vehicle Maintenance - Non Routine Maintenance Income	Income	(278)	(241)	(349)	(349)	(71)	25.54%
(459)	Vehicle Maintenance - Drivers Recharges	Income	(389)	(356)	(383)	(414)	(25)	6.43%
(289)	Refuse Transfer Station - Sales Fees & Charges	Income	(256)	(235)	(196)	(233)	23	(8.98)%
(56)	Roads Client - Sales, Fees and Charges	Income	(123)	(113)	(69)	(89)	34	(27.64)%
(124)	Roads Client - Advertising Income	Income	(115)	(105)	(95)	(127)	(12)	10.43%
0	Roads - Parking Income	Income	(84)	(77)	(84)	(98)	(14)	16.67%
(3,004)	Roads Operational Account - Capital	Income	(1,666)	(1,527)	(2,457)	(2,865)	(1,199)	71.97%
(798)	Roads Operational Account - Revenue/EMR	Income	(700)	(642)	(672)	(754)	(54)	7.71%
(133)	Roads Operational Account - Non Client Involvement	Income	0	0	(62)	(70)	(70)	0.00%
(435)	Building Services - Work Won in Tender	Income	(488)	(447)	(111)	(420)	68	(13.93)%
(1,131)	Building Services - Internal Public Building Repairs	Income	(900)	(825)	(653)	(1,000)	(100)	11.11%
(77)	Building Services - Income from Internal Clients	Income	(145)	(133)	(63)	(110)	35	(24.14)%
(28)	Building Services - External Income/Other Income	Income	(25)	(23)	(8)	(8)	17	(68.00)%
(38)	Catering - Special Catering Income	Income	(90)	(82)	(21)	(29)	61	(67.78)%
(148)	Catering - Recharges - Social Work	Income	(120)	(110)	(129)	(138)	(18)	15.00%
(1,143)	Janitors - Recharge Income	Income	(1,179)	(1,081)	(931)	(1,144)	35	(2.97)%
							(1,223)	
0	CORPORATE DIRECTOR							
0	Corporate Director - Recovery from Riverside Inverclyde	Income	0	0	0	(20)	(20)	
							(20)	
Total Material Variances							(185)	

EARMARKED RESERVES POSITION STATEMENT

Appendix 3

COMMITTEE: Regeneration & Environment

<u>Project</u>	<u>Total Funding 2014/15</u>	<u>Phased Budget To Period 11 2014/15</u>	<u>Actual To Period 11 2014/15</u>	<u>Projected Spend 2014/15</u>	<u>Amount to be Earmarked for 2015/16 & Beyond</u>	<u>Lead Officer Update</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Youth Employment	702	574	492	619	83	Continuing to Support the Employability programme including MA's.
Business Support Initiative	202	198	151	202	0	Invoices have started to come in for the work carried out on West Station shops.
Birkmyre Park, Port Glasgow	181	175	162	176	5	Ground works and play area elements of the project are complete, but due to the lateness of the season seeding will not be done until next spring, April 2015, £5k of costs will be slipped to next year.
Investment Fund for Council Owned Bowling Clubs	77	65	7	7	70	Work completed for Wellington, Hillend, Gourock Park and Parklea. Tenders returned for Rankin Park are well in excess of funds available, Circa £50,000 against budget availability of £25,000. The situation is similar to Lady Alice. Report in preparation for CMT outlining options for the two Bowling Clubs. Unlikely to be further spend before late 15/16, with substantial portion likely to be 16/17.
Whinhill Golf Club	130	140	79	83	47	Both buildings now erected, just some snagging works to complete. Fitting out of building now planned for next financial year. Car park resurfacing works instructed 16/02/15. Still pending 16/03/15 and will not now be done until next financial year.
Lower Clyde River Valley Projects	15	15	15	15	0	Project briefs developed. Spend complete.
Flooding Strategy	44	0	0	0	44	The funding is for Legal costs associated with the Eastern line of Falls and is unlikely to be spent before period 12 2014/15.
Local Environment Improvement Fund	40	30	40	40	0	Complete.
Greenock Town Centre Parking Strategy	109	84	109	109	0	Funding is for implementation of the Greenock Town Centre Parking Strategy and Decriminalised Parking Enforcement. The original schemes are now complete, however demand for variation orders and additional signs continue. Includes £25k additional funding for residents parking options appraisal.
Roads - Additional revenue investment	55	55	43	43	12	£43k of carry over funding for pot hole repairs and patching works is complete. It is now intended that the £12k of carry forward funding for the RAMP Survey be used as a contribution to the survey work required to identify and assess the condition of the Council's sea walls and coastal protection along Inverclyde's coastline. This will now be addressed in 2015/16.

EARMARKED RESERVES POSITION STATEMENT

Appendix 3

COMMITTEE: Regeneration & Environment

<u>Project</u>	<u>Total Funding 2014/15</u>	<u>Phased Budget To Period 11 2014/15</u>	<u>Actual To Period 11 2014/15</u>	<u>Projected Spend 2014/15</u>	<u>Amount to be Earmarked for 2015/16 & Beyond</u>	<u>Lead Officer Update</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Greenock Town Centre - Extra Police	34	36	34	34	0	Future updates would go to the Education & Communities Committee. Annual invoice received and processed in P5
Repopulating/Promoting Inverclyde	866	330	184	251	615	All workstreams proceeding well. Proposals to re-allocate funding being considered in order to ensure effective projects are adequately funded.
Increased Officer Capacity - External Funding Officer	23	50	23	23	0	Post recently vacated and will not be back filled. Surplus funds will be returned back to general fund reserves.
Employability Initiatives	525	448	101	101	424	Contracts with ICDT are in place.
Greenock Municipal Buildings Tourism Initiative	150	142	10	10	140	Design commenced for Victoria Tower however was delayed due to decision to combine with refurbishment of the District Court and apply for Heritage Lottery Fund funding. Rot survey of District Court confirms no rot present. Agreed now not to pursue HLF for Tower and original project to be prioritised. Projected spend for 2014/15 reflects external Fees and the hiring of scaffolding.
Shop Front Improvements Grants	50	50	50	50	0	Work completed and spend achieved.
Commonwealth Flotilla Event	240	240	166	217	23	Approved funding towards a major sailing event to showcase Inverclyde, its sailing opportunities, its maritime history and to celebrate the Commonwealth games. RYAS delivered their element of the event £33k under budget, which is proposed will be directed towards the legacy element that is to be carried out in due course.
Roads Defects and Drainage works	500	215	181	210	290	Jetpaching works and 1st and 2nd external contracts for pothole patching completed, with the 2nd external contract substantially completed and processing invoice; 3rd external contract awarded and some spend 2014/15. Drainage works identified and are being designed, programmed and implemented.
Street Lighting Surveys	28	28	28	28	0	Surveys are complete
Coastal Communities	40	40	40	40	0	EMR to cover Employee costs of Modern Apprentices taken on under Coastal Communities scheme. Any additional costs will be covered by Employability initiative EMR above.
Miscellaneous Planning & Economic	21	21	21	21	0	Reserve made up of Heritage Development Officer, Employability Review and Local Plan Preparation. Full spend achieved.
Total	4,032	2,936	1,936	2,279	1,753	

ENVIRONMENT AND REGENERATION COMMITTEE**VIREMENT REQUESTS****PERIOD 11: 1st April 2014 - 28th February 2015**

Budget Heading	Increase Budget	(Decrease) Budget
	£	£
<u>2015/16</u>		
Crematorium Organists Employee Costs	20,560	
Crematorium Organists Payments to Other Bodies		(12,360)
Crematorium Medical Reference Fees		(8,200)
Crematorium Technical Equipment	3,950	
Crematorium Medical Reference Fees		(3,950)
Total	24,510	(24,510)

Note

An HMRC decision means that the Council are now obliged to treat the organists as employees whereas previously they were paid by invoice for services provided. This decision has led to an increase in employee costs. It is proposed to transfer the existing organists budget from Payments to Other Bodies to Employee Costs. This leaves a balance still to be funded. It is further proposed that the Crematorium medical reference fees budget is used to fund this balance.

New legislation means that from June the medical reference fees budget is no longer required. Therefore it is proposed that the balance of this budget is used to cover the gap in funding for the organists, with the remainder being allocated against the Crematorium technical equipment line; a budget which has come under increasing pressure in recent years.

Report To:	Environment & Regeneration Committee	Date:	30th April 2015
Report By:	Chief Financial Officer and Corporate Director Environment, Regeneration and Resources	Report No:	FIN/31/15/AP/JMcC
Contact Officer:	John McConnell	Contact No:	01475 712264
Subject:	Environment & Regeneration Capital Programme 2014/15 to 2015/16 - Progress		

1.0 PURPOSE

- 1.1 The purpose of the report is to update the Committee in respect of the status of the projects within the Environment & Regeneration Capital Programme and to highlight the overall financial position.

2.0 SUMMARY

- 2.1 This report advises Committee in respect of the progress and financial status of the projects within the Environment & Regeneration Capital Programme. The Environmental and Regeneration elements of the Committee's Capital Programme are presented in separate Appendices.
- 2.2 It can be seen from 7.2 that the projected spend is £101.282m, which means that the total projected spend is on budget.
- 2.3 Expenditure at 31st March is 87.43% of 2014/15 projected spend, net slippage of £2.942m (16.44%) is being reported. The slippage relates mainly to the Office and Depot AMP, see paragraph 7.3 for further details. This is a net increase in slippage of £0.392m (2.19%) since last Committee, mainly due to the RAMP (£0.169m) and Rankin Park Pitch & Pavilion (£0.097m).
- 2.4 It should be noted that slippage has increased due to the requirement to delay spend on the AMP Depots and Kirm Drive projects pending the completion of the budget savings exercise. Had these projects progressed as planned, slippage would have reduced considerably to £1.781m (9.95%).

3.0 RECOMMENDATIONS

- 3.1 That Committee note the current position of the 2014/16 Capital Programme and the progress on the specific projects detailed in Appendices 1 & 2.

Alan Puckrin
Chief Financial Officer

Aubrey Fawcett
Corporate Director
Environment, Regeneration
& Resources

4.0 BACKGROUND

- 4.1 In February 2013 the Council agreed the 2013/16 Capital Programme. Significant additional funding was identified to increase the Roads Asset Management Plan and a number of further Projects were identified, funded from Revenue Reserves. This report also reflects decisions agreed by Council in February 2014.
- 4.2 Subsequent to the approval of the budget in February 2014 further Capital Grant funding for flooding works of £1.743m has been approved by the Scottish Government in 2015/16. The Flooding budget has been increased accordingly.
- 4.3 On February 19th 2015 the Council approved a new 3 year Capital Programme covering the period 2015/18, effectively extending the previously approved 2013/16 Capital Programme to 2017/18. As part of this process in addition to the recurring annual allocations the Property Assets allocation has been increased from £1m per annum to £2m per annum, RAMP funding of £12m confirmed over 2016/17 & 2017/18 and allocations built in for additional flooding works (£0.95m) and Feasibility studies (£0.25m).

5.0 PROGRESS (Environmental & Commercial Services Major Projects)

- 5.1 For Roads (carriageways, footways, lighting, and structures) the revised total allocation for 2014/15 is £6.620m - this comprises £1.213m from Core Capital funding and £5.407m from the Roads Asset Management Plan.
- 5.2 The roads carriageways original programme and additional schemes brought forward are largely complete. As previously advised, Uist Avenue and Staffa Avenue, Port Glasgow have had to be deferred until 2016/17 due to proposed Scottish Water works; Grieve Road, Greenock is being carried out by the private sector and completion will be during April 2015; Glen Avenue, Port Glasgow has been deferred to 2015/16 following structural concerns with an adjacent boundary wall; the funding for Kempock Street, Gourock resurfacing has been carried to 2015/16 as this work will be carried out by the Contractor for the Gourock Pier & Railhead Development project.
- 5.3 The roads footways original programme and additional schemes brought forward are complete.
- 5.4 For street lighting, the proposed programme for 2014/15 is largely complete with a slight delay to the works at Bardrainey Avenue, Port Glasgow.
- 5.5 The flooding strategy works to the Eastern Line of Falls culvert at Drumfrochar Road are nearing substantial completion by 30 April 2015, at an estimated outturn of £285,000 with a budget of £300,000 (Inverclyde contribution £150,000 and a matching contribution from Scottish water). Works at Aberfoyle Road are nearing substantial completion by 30 April 2015, within budget at £105,000.
- 5.6 The maintained objections to the Greenock Parking Strategy's variation traffic orders, promoted in response to requests from Greenock town centre traders, have been withdrawn. The traffic regulation order was made at the Council meeting on 9 April 2015. The cost of the required new signs, estimated at £20,000, will require to be contained within the Parking memorandum account. Proposed options for a resident parking permit scheme in central Greenock were submitted to the 5 March 2015 Environment and Regeneration Committee where it was decided that a resident parking permit scheme should be promoted free of charge. Officers have had discussions with Kilmacolm traders and residents on the proposals for a revised parking strategy in Kilmacolm. A survey of present car park usage and investigations into the availability of land for a long stay car park are ongoing. Officers are arranging similar contact with residents and traders in other outlying towns and villages.
- 5.7 Funds of £235,000 had been brought forward from 2015/16 to allow for the majority of the Nittingshill Bridge (Quarrier's Village) replacement work to be completed in financial year 2014/15. It is now expected that work on this project will be finalised late April 2015.

- 5.8 Traffic measures has underspent by £22,000, to be carried forward into 2015/16, due largely to a low tender price for the IRH pedestrian crossing. The previous underspend of £64,000 has been reduced by bringing forward traffic calming works at Quarriers Street, Pennyfern Road and West End Buildouts.
- 5.9 SPT and Sustrans projects have shown marked underspends in 2014/15 due to the N753 design work tender coming in at £80,000 less than expected and two other smaller pieces of work coming in at £10,000 under their estimated value. The Greenlink survey has been abandoned because the landowner could not be traced to give permission.
- 5.10 Electric charging points contract was awarded to Everwarm at £49,000. Expected spend in 2014/15 is £18,000. One unit remains to be installed at Kempock Street, when RI public realm works are complete in 2015/16. An additional EV charging unit is also to be installed at Wemyss Bay in 2015/16 and will also be funded by Transport Scotland.
- 5.11 CWSS budgets have been spent in full since the footway dropped kerb and school crossing patroller site work was completed at the end of March 2015.
- 5.12 The Vehicle Replacement Programme has a £1.102m budget for 2014/15. £961,000 of assets have been delivered, a further £141,000 worth of assets have been ordered with delivery programmed prior to 31st March 2015. A full budget spend is anticipated for 2014/15.
- 5.13 Play areas programme: the investment programme is either complete or ongoing across Inverclyde. Progress to date is summarised in Appendix 1 and Appendix 3.
- 5.14 Coronation Park Coastal Defences: Work is now in progress on-site. The primary purpose of the works is to provide sea defence improvements as follows:
- Reconstruct the top of the existing armoured revetment with imported armour stone;
 - Reconstruction of the armoured revetment slope at the tie in to the east quay;
 - Dispose unsuitable existing armour stone offsite;
 - Locally repairs to the existing armoured revetment slope;
 - Demolish stone landing structure;
 - Construction of a concrete cutoff wall at the top of the revetment;
 - Repair of damaged section of East quay wall with mass concrete;
 - Hard landscaping of area behind top of revetment and East Quay roundhead;
 - Repointing of East Quay Wall;
 - Filling of former timber beam support voids in East and West Quay walls with mass concrete.
- 5.15 Please refer to the status reports for each project contained in Appendix 1.

6.0 PROGRESS (Regeneration Major Projects)

- 6.1 Core Regeneration: The Gourock Pier & Railhead Development project commenced on site in December 2014 and is expected to complete late September 2015. It should be noted that an objection to the proposed Traffic Regulation Order has been received. The proposals for the regeneration of the Broomhill area are currently being developed by Riverside Inverclyde with the intention of presenting a proposed programme to a future Committee. In respect of Port Glasgow Town Centre Regeneration, Riverside Inverclyde gave a commitment to establish a Town Centre Regeneration Forum, with the first meeting now scheduled to take place before the end of May. A separate progress report on the Single Operating Plan for 2014/15 and for planned development in 2015/16 can be found elsewhere on the agenda.
- 6.2 Leisure Strategy: The majority of projects within the programme have now been progressed with projects at Ravenscraig Stadium, Parklea, Nelson Street Sports Centre, Gourock Pool, South West Library, Broomhill & George Road Pitches, Battery Park Pitch, Birkmyre Park Kilmacolm, and the Waterfront previously reported as complete. The final outstanding works at

Rankin Park are to be programmed for completion as soon as possible and there is ongoing liaison with the contractor for the pavilion building and with final handover of the pitch so that it can be used for the next football season starting late summer 2015.

6.3 Core Property Services: The November 2014 Committee approved the advancement of expenditure on a number of projects to potentially mitigate 2014/15 slippage/underspend. A brief progress update on the larger scale projects within the core allocation and the advanced projects is provided below:

- Battery Park Sea Defences – works complete.
- Fyfeshore Depot Demolition – works complete.
- Gourock Pier & Railhead Development – Repairs to the sea wall funded from the core property allocation are on-going as part of the initial phases of the main project works currently on site as noted in 6.1 above.
- Port Glasgow Town Hall Rewiring – works complete.
- Gourock Pool Ramp & Ventilation Works – on site to complete by end of April.
- Port Glasgow Town Hall Windows – windows in manufacture, to complete by early May.
- Gamble Halls Window Replacement – awaiting Historic Scotland approval, tender issue delayed to align final scope with Historic Scotland requirements.
- Greenock Municipal Buildings Window Replacement – progression delayed due to issues with access and Historic Scotland approval of scope of the works to windows. First phase will now commence summer 2015 to suit occupancy. Future phases to be programmed pending outcome of discussions with Historic Scotland.

As previously reported it should be noted that it has not been possible to advance all of the projects above to mitigate 2014/15 slippage/underspend in the current financial year, particularly within the properties such as Gamble Halls and Greenock Municipal Buildings where Listed Building Consent and approval to the scope of the works via Planning/Historic Scotland is required.

6.4 Asset Management Plan – Offices: A number of major projects have been completed including the Customer Contact Centre at Greenock Municipal Buildings, the Banking Hall, landscaping works to Clyde Square, the provision of the Port Glasgow Hub, the conversion of the Central Library, and the refurbishment of Wallace Place. The District Court Offices Redevelopment has progressed to detail design stage and is programmed for site start in late summer 2015. The reinstatement of the former shop unit in the Business Store has now been completed following the relocation of the library. The project for the demolition of Dalrymple House and formation of a new car park is progressing, as previously reported the tender issue for the demolition element has been slightly delayed due to the requirement to detail the method and support required for the adjacent connected building. Tender documents are currently being prepared for issue within the next few weeks.

6.5 Asset Management Plan – Depots: The Salt Barn, demolition of the Nissen huts and the Civic Amenity Site at Pottery Street are complete. The review of the scope and phasing of the remaining projects in order to find savings has been completed and the appendix reflects the revised estimates and phasing. The vehicle maintenance facility phase is progressing towards tender issue with planning application imminent. The car park phase is scheduled to commence in summer 2015. As previously reported the Policy and Resources Committee agreed to put the Kirn Drive Depot project on hold as it is on the list of savings options currently being considered. A further review of possible options for the site is currently being undertaken.

6.6 Please refer to the status reports for each project contained in Appendix 2.

7.0 FINANCIAL IMPLICATIONS

Finance

7.1 The figures below detail the position at 31st January 2015. Expenditure to date is £13.078m (87.43% of the 2014/15 projected spend).

7.2 The current budget is £101.282m. The current projection is £101.282m which means the total projected spend is on budget.

7.3 The approved budget for 2014/15 is £17.900m. The Committee is projecting to spend £14.958m with net slippage into future years of £2.942m (16.44%) mainly due to the AMP Depot Phase 4 – Vehicle Maintenance Shed and Road Infrastructure (£0.692m), AMP – Central Library Conversion (£0.467m), Kirm Drive Civic Amenity Site (£0.464m), Coronation Park (£0.200m), the AMP – Business Store (£0.151m), the SV Comet (£0.113m), the AMP – District Court Offices (£0.170m), Broomhill Regeneration (£0.137m), Leisure & Pitches Complete on Site (£0.65m), Greenock Municipal Buildings Window Replacement (£0.140m), Parking Strategy (£0.116m), Fox Street Play Area (£0.080m), Skate Park Play Area (£0.050m), the RAMP (£0.169m) and Rankin Park Pitch & Pavilion (£0.165m).

7.4 One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

8.0 CONSULTATION

8.1 Legal

There are no legal issues arising from the content of this report and as such the Head of Legal and Property Services has not been consulted.

8.2 Human Resources

There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Communications has not been consulted.

8.3 Equalities

There are no equalities implications in this report.

8.4 Repopulation

The delivery of the projects identified in this report will assist in making Inverclyde a more attractive place to live and hence contribute to the Council's repopulation agenda.

9.0 LIST OF BACKGROUND PAPERS

9.1 None.

APPENDIX 1

COMMITTEE: ENVIRONMENT & REGENERATION

Project Name	1	2	3	4	5	6	7	8	9
	<u>Est Total Cost</u>	<u>Actual to 31/3/14</u>	<u>Approved Budget 2014/15</u>	<u>Revised Est 2014/15</u>	<u>Actual to 31/03/15</u>	<u>Est 2015/16</u>	<u>Est 2016/17</u>	<u>Est 2017/18</u>	<u>Future Years</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
<u>Environmental Services - Roads</u>									
<u>Core Programme</u>									
Bridge Strengthening	31	4	27	27	23	0	0	0	0
Lighting, Lit signs & Bollards	10	7	3	3	0	0	0	0	0
Traffic Measures	485	61	124	71	44	153	100	100	0
Parking Strategy	511	73	206	90	66	348	0	0	0
Cycling, Walking & Safer Streets	246	0	125	125	115	121	0	0	0
SPT	246	0	207	132	94	114	0	0	0
Sustrans	97	0	77	37	11	60	0	0	0
Flooding Strategy - Prior Years	0	0	0	0	0	0	0	0	0
Flooding Strategy - Greenock Central	2,200	0	423	377	244	1,823	0	0	0
Flooding Strategy - Future Schemes	1,726	0	0	0	0	0	1,726	0	0
Additional Flooding Works, Castle Road and Others	40	24	16	3	0	13	0	0	0
Langhouse Road Development	115	0	0	92	66	23	0	0	0
Complete on Site	5	0	5	0	0	5	0	0	0
Roads - Core Total	5,712	169	1,213	957	663	2,660	1,826	100	0
<u>Roads Asset Management Plan</u>									
Carriageways	23,491	4,217	3,323	3,700	3,527	3,484	6,190	5,900	0
Footways	1,551	401	350	301	182	349	500	0	0
Structures	820	3	697	652	386	0	165	0	0
Lighting	1,890	113	557	220	190	307	1,250	0	0
Staff Costs	1,026	269	480	365	365	270	122	0	0
Roads Asset Management Plan Total	28,778	5,003	5,407	5,238	4,650	4,410	8,227	5,900	0
Environmental Services - Roads Total	34,490	5,172	6,620	6,195	5,313	7,070	10,053	6,000	0

APPENDIX 1

COMMITTEE: ENVIRONMENT & REGENERATION

	1	2	3	4	5	6	7	8	9
<u>Project Name</u>	<u>Est Total Cost</u>	<u>Actual to 31/3/14</u>	<u>Approved Budget 2014/15</u>	<u>Revised Est 2014/15</u>	<u>Actual to 31/03/15</u>	<u>Est 2015/16</u>	<u>Est 2016/17</u>	<u>Est 2017/18</u>	<u>Future Years</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
<u>Environmental Services - Non Roads</u>									
Knocknairshill Cemetry Ph5c	0	0	0	0	0	0	0	0	0
Cemetery Development	30	0	15	0	0	30	0	0	0
Cremator Repairs	35	0	0	18	18	17	0	0	0
Kerbside Glass Collection	380	80	340	300	300	0	0	0	0
Zero Waste Fund	407	29	138	129	129	89	80	80	0
Vehicles Replacement Programme	13,050	7,099	1,036	1,102	955	2,000	983	1,866	0
Electric Vehicle Charging Infrastructure	73	0	73	18	9	55	0	0	0
Fox Street Play Area	180	0	90	10	10	170	0	0	0
Skatepark Play Area	174	9	165	115	1	50	0	0	0
Battery Park Wheelchair Play Area	95	0	0	0	0	95	0	0	0
Sir Michael Street Play Area	261	0	0	0	0	251	10	0	0
General Repairs to Play Areas	71	0	32	32	31	39	0	0	0
Jacobs Drive Play Area	74	5	69	69	65	0	0	0	0
Braeside Play Area	67	0	67	67	49	0	0	0	0
Barrs Brae Play Area	67	0	67	67	43	0	0	0	0
Wellpark Play Area	69	2	67	67	67	0	0	0	0
Various Other Play Areas	115	0	35	55	55	60	0	0	0
Gourock Walled Garden, Toilet Provision	52	0	40	13	13	39	0	0	0
Coronation Park Port Glasgow - Seawall Repairs	190	0	190	50	24	140	0	0	0
Coronation Park Port Glasgow - To be identified	60	0	60	0	0	60	0	0	0
PG Health Centre Car Park	40	0	40	40	38	0	0	0	0
					0				
<u>Environmental Services - Non Roads total</u>	15,490	7,224	2,524	2,152	1,807	3,095	1,073	1,946	0
<u>Planning Services</u>									
Former SNH Grant	64	51	13	8	5	5	0	0	0
PLANNING SERVICES TOTAL	64	51	13	8	5	5	0	0	0
ENVIRONMENT AND PLANNING TOTAL	50,044	12,447	9,157	8,355	7,125	10,170	11,126	7,946	0

COMMITTEE: ENVIRONMENT & REGENERATION

APPENDIX 2

Project Name	1	2	3	4	5	6	7	8	9
Est Total Cost	Actual to 31/3/14	Approved Budget 2014/15	Revised Est 2014/15	Actual to 31/03/15	Est 2015/16	Est 2016/17	Est 2017/18	Future Years	
£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Regeneration and Planning									
<u>Core Regeneration:</u>									
Gourock Pier & Railhead Development Area	5,300	572	1,378	1,469	1,469	2,759	500	0	0
Broomhill Regeneration	860	15	145	8	0	267	570	0	0
Port Glasgow Town Centre Regeneration	1,460	704	106	232	7	274	250	0	0
Lower Port Glasgow Regeneration	0	0	0	0	0	0	0	0	0
East Central Greenock Regeneration	0	0	0	0	0	0	0	0	0
Central Gourock	150	0	0	0	0	0	150	0	0
SV Comet	140	112	141	28	0	0	0	0	0
Core Regeneration Total	7,910	1,403	1,770	1,737	1,476	3,300	1,470	0	0
<u>Leisure Strategy</u>									
Parklea Pavilion and Juniors Facility	4,721	4,656	65	33	33	22	10	0	0
Rankin Park Grass Pitch and Pavilion	1,400	1,157	243	78	78	135	30	0	0
Leisure & Pitches Contingency	93	0	27	0	0	0	93	0	0
Leisure & Pitches Complete on site	7,870	7,764	106	41	41	0	65	0	0
Leisure Strategy Total	14,084	13,577	441	152	152	157	198	0	0
Regeneration Services Total	21,994	14,980	2,211	1,889	1,628	3,457	1,668	0	0

COMMITTEE: ENVIRONMENT & REGENERATION

APPENDIX 2

Project Name	1	2	3	4	5	6	7	8	9
	Est Total Cost	Actual to 31/3/14	Approved Budget 2014/15	Revised Est 2014/15	Actual to 31/03/15	Est 2015/16	Est 2016/17	Est 2017/18	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Property Assets and Facilities Management									
<u>Core Property Assets and Facilities Management</u>									
DDA Works	148	148	21	0	0	0	0	0	0
Demolitions	61	32	4	29	29	0	0	0	0
Port Glasgow Town Hall Windows Phase 1	50	1	49	9	9	40	0	0	0
Health and Safety Works	105	65	30	40	37	0	0	0	0
Battery Park Sea Defences	196	26	160	153	150	17	0	0	0
Inverclyde Leisure Essential Upgrades	44	7	42	37	37	0	0	0	0
Fire Safety Works	41	30	16	4	3	7	0	0	0
Various Rewiring Projects	104	24	80	75	65	5	0	0	0
Minor Works	191	123	68	68	23	0	0	0	0
General Provision	5,087	0	0	0	0	1,087	2,000	2,000	0
Feasibility Studies	250	0	0	0	0	0	100	150	0
Greenock Municipal Buildings Window Replacement	150	0	150	10	10	140	0	0	0
Fyfeshore Depot Demolition	50	0	50	42	42	8	0	0	0
Gamble Halls Window Replacement/Rot Repairs	175	0	0	16	16	159	0	0	0
Gourock Pool Ramp and Ventilation Works	130	0	0	90	15	40	0	0	0
<u>Minor Works</u>									
General Provision	151	0	60	110	87	41	0	0	0
Demolitions	6	0	10	6	6	0	0	0	0
Farms	10	0	5	1	1	9	0	0	0
Inverclyde Leisure Properties	100	0	60	52	52	48	0	0	0
Design & Pre-contract Works	50	0	25	50	24	0	0	0	0
Condition Survey Works	74	0	50	9	4	30	35	0	0
Reservoirs	50	0	25	50	13	0	0	0	0

COMMITTEE: ENVIRONMENT & REGENERATION

APPENDIX 2

Project Name	1	2	3	4	5	6	7	8	9
	Est Total Cost	Actual to 31/3/14	Approved Budget 2014/15	Revised Est 2014/15	Actual to 31/03/15	Est 2015/16	Est 2016/17	Est 2017/18	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000	£000
<u>Statutory Duty Works</u>									
Electrical Systems	35	0	17	30	21	0	5	0	0
Lightning Protection Systems	11	0	5	6	0	2	3	0	0
Lift Installations	9	0	5	3	3	4	2	0	0
Water Systems	25	0	13	10	10	10	5	0	0
Gas Installations	15	0	5	5	0	5	5	0	0
Asbestos removal	75	0	40	64	64	0	11	0	0
Fire Risk Works	50	0	25	42	42	0	8	0	0
DDA Works	25	0	17	17	14	0	8	0	0
Port Glasgow Town Hall Refresh	358	156	94	190	190	0	12	0	0
Capital Works on Former Tied Houses	600	0	0	1	0	19	160	60	360
Complete on Site Allocation	136	0	136	84	84	16	36	0	0
Waterfront Leisure Complex Combined Heat and Power Plant	250	0	0	19	19	181	50	0	0
<u>Core Property Assets and Facilities Management Total</u>	<u>8,812</u>	<u>612</u>	<u>1,262</u>	<u>1,322</u>	<u>1,070</u>	<u>1,868</u>	<u>2,440</u>	<u>2,210</u>	<u>360</u>

APPENDIX 2

COMMITTEE: ENVIRONMENT & REGENERATION

Project Name	1	2	3	4	5	6	7	8	9
	Est Total Cost	Actual to 31/3/14	Approved Budget 2014/15	Revised Est 2014/15	Actual to 31/03/15	Est 2015/16	Est 2016/17	Est 2017/18	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000	£000
<u>Asset Management Plan:</u>									
<u>Offices</u>									
Greenock Municipal Buildings - District Court Offices	2,305	0	304	134	134	827	1,272	0	72
Gourock Municipal Buildings	300	0	0	0	0	0	300	0	0
Wallace Place - Library Fit Out	100	0	100	100	85	0	0	0	0
Port Glasgow Hub - Fit Out	55	0	0	55	47	0	0	0	0
Business Store	400	170	181	30	16	0	200	0	0
Central Library Conversion	3,576	2,070	1,860	1,393	1,393	75	38	0	0
William St	1,800	0	50	10	0	82	1,647	0	61
West Stewart Street	11	11	0	0	0	0	0	0	0
Dalrymple House Demolition and Formation of Car Park	270	0	0	20	4	230	20	0	0
Port Glasgow Hub - Windows	15	0	0	1	0	14	0	0	0
Greenock Municipal Buildings - Mezzanine Office Alterations	15	0	0	0	0	15	0	0	0
Flexi System Upgrade	35	0	0	35	35	0	0	0	0
AMP Office Balance	353	0	35	0	0	103	250	0	0
AMP Offices Complete on site	79	0	79	20	2	30	29	0	0
<u>Depots</u>									
Phase 2 - Civic Amenity	1,531	189	1,238	1,294	1,284	48	0	0	0
Phase 3 - Vehicle Maintenance Shed and Road Infrastructure	5,249	284	900	208	208	2,636	1,950	0	171
Phase 4 - Fleet Secured Parking	601	54	47	45	45	502	0	0	0
Phase 5 - Pottery Street Facility and Fuel Tanks	1,290	17	0	0	0	0	1,051	0	222
Phase 6 - Building Services Depot Upgrade	149	2	12	9	0	130	8	0	0
Phase 7 - Dewatering & ICT	310	3	0	0	0	200	107	0	0
Complete on Site (Salt Dome Phase 1 and Enabling Works etc)	38	0	0	38	2	0	0	0	0
Kirn Drive Civic Amenity Site	700	67	464	0	0	0	633	0	0
Materials Recycling Facility	1,250	855	0	0	0	45	350	0	0
<u>Asset Management Plan Total</u>	20,432	3,722	5,270	3,392	3,255	4,937	7,855	0	526
Property Assets and Facilities Management Total	29,244	4,334	6,532	4,714	4,325	6,805	10,295	2,210	886
Regeneration Total	51,238	19,314	8,743	6,603	5,953	10,262	11,963	2,210	886

Play Area	Value £k	Current Status
Jacobs Drive	75	Complete.
Braeside	67	Play area complete bar snagging. Surrounding landscaping work to be concluded April 2015.
Barr's Brae	67	Play area complete bar snagging. Surrounding landscaping work to be concluded April 2015.
Sir Michael Street	75	The work is programmed to take place in financial year 2015/16.
Big Lottery	188	
Battery Park Skatepark	175	Work in progress. Due to be completed April 2015.
Wellpark	69	Complete. Opened for use week commencing 12 th January.
Fox Street	180	Tenders will be invited April 2015.
Birkmyre Park PG	35	The new play area is part of a wider park upgrade. The play area is complete and if not for the time of year would already be open. However, the park has had major landscaping work carried out and grass and meadow seeding cannot take place until spring. Until late spring /early summer, when new grass is established, the surrounds are bare earth and at this time of year they are muddy, hence the play area not yet being open for use. The gate remains locked and swings etc. have been removed from their frames to dissuade children from trying to use the play area at present.
Battery Park (large)	95	Tenders will be invited April 2015.
Ashton	20	Tenders will be invited April 2015.
General upgrades	107	This item relates to the refurbishment of existing play areas based on the age and condition of play units. The budget is £100k in total to be spent over three years, this is year two. Last (financial) year, the play area in Birkmyre Park Kilmacolm had new safety surface installed.

Play Area	Value £k	Current Status
		<p>This year, the play areas in Auchmountain Halls and Oronsay Avenue had new safety surface installed; damaged fencing was also replaced at the Oronsay site. New play units were installed in the small play area at Battery Park - in effect, this is a new play area as all the play units were replaced.</p> <p>Access paths at West Glen and Bawhirley Road play areas now due to be resurfaced in April 2015.</p>
Quarrier St/MacLeod Street	20	Complete. Project underspent by £7k, which has been added to the general play area upgrades budget.
Gibshill	20 Inverclyde Council 30 Persimmon Homes	<p>A new play area is due to be installed next financial year on a site adjacent to Shankland Road and Thomas Muir Street. The project is part funded by Inverclyde Council (£20k), and Persimmon Homes (£30k) - as part of the Planning process. The land on which the play area is to be built is not owned by Inverclyde Council, it is owned by RCH and it is therefore the intention to have the land transferred to Inverclyde Council for the play area to be installed.</p> <p>The site in question was agreed following discussion with the Gibshill Resident’s Assoc.</p>
Total	1.223 million	

Report To: Environment & Regeneration Committee

Date: 30 April 2015

**Report By: Corporate Director Environment,
Regeneration & Resources**

**Report No:
R015/15/AF**

Contact Officers: Aubrey Fawcett

Contact No: 712762

**Subject: Review of Inverclyde Economic Development &
Regeneration Single Operating Plan**

1.0 PURPOSE

- 1.1 This paper seeks to provide the Committee with an overview on the first year of the Inverclyde Economic Development & Regeneration Single Operating Plan April 2014 to March 2017, and seeks approval of the regeneration programmes in financial year 2015/16.

2.0 SUMMARY

- 2.1 The first year of the Inverclyde Economic Development & Regeneration Single Operating Plan April 2014 to March 2017 has seen very positive achievements in relation to outputs and outcome targets, the Group 1 Projects and the pooling of resources and expertise between Riverside Inverclyde and Inverclyde Council and therefore has secured a strong foundation for the full delivery of the Single Operating Plan by 31st March 2017.
- 2.2 Please note that performance figures for 2014/15 are provisional and represent actuals as of 11th March 2015.
- 2.3 The Members Budget Working Group's Workplan (appendix 5 of Council's February 2015 Report) required a report to be brought forward for Members' consideration on the 'Future Delivery of Regeneration Services' in Inverclyde. In this regard, delegated authority to the Corporate Director Environment, Regeneration and Resources is sought to appoint New skills Consulting Ltd to undertake this review.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee:
- notes the excellent progress that is being made in year one of the three year plan;
 - approves the revised spend profile for 2015/16 identified in Appendix 1 and delegates authority to the Corporate Director to vary the programme as necessary to enable the regeneration outputs to be achieved and provide regular updates to Members; and,
 - delegates authority to the Corporate Director Environment, Regeneration and Resources to appoint New Skills Consulting Ltd to undertake the Review of the Future Delivery of Regeneration Services at a cost up to £20,000.

Aubrey Fawcett
Corporate Director, Environment, Regeneration and Resources

4.0 BACKGROUND

- 4.1 The introduction of the Inverclyde Economic Development & Regeneration Single Operating Plan April 2014 to March 2017 (the “Single Operating Plan”), after being fully endorsed by Inverclyde Council, Riverside Inverclyde, Scottish Enterprise and the Scottish Government, marked a landmark new approach to regeneration in Inverclyde. By pooling the resources of Inverclyde’s two key regeneration agencies (Inverclyde Council’s Economic Development & Regeneration team and Riverside Inverclyde), a resultant more integrated partnership approach towards shared priorities and objectives could maximise the economic potential of the area, utilising the effectiveness and impact of our combined activities and investments, and also maximise efficiency and value for money.
- 4.2 The Single Operating Plan identified the key project areas for investment and support, focussing our joint efforts and investments up to March 2017 in two groups:
- Group 1 - projects and activities that Riverside Inverclyde and Inverclyde Council could progress via committed or available funds; and
 - Group 2 – strategic priorities that would be led by the private sector or other partners, with little or no direct financial input from Riverside Inverclyde or Inverclyde Council.
- 4.3 This review of the first year of the Single Operating Plan will therefore focus on the Group 1 projects as identified in that document.

5.0 GROUP 1 PROJECTS – BUSINESS PREMISES

5.1 Custom House

Clark Contracts took possession of the third phase of the Custom House in September 2014.

Completion of this project will provide a revised figure of 395sqm (previously reported as 315sqm) Net Internal Floor Area of high quality office space. The output targets for this will be carried forward to the next quarter (ref Item 13).

5.2 Kelburn

The completion of Blocks C and D in the first quarter of 2015 provided a further 1,620 square metres of high quality industrial space at Kelburn Business Park, concluding the current construction plan for the site on time.

On 12 February 2015 Union Projects signed missives on a 5 year lease for Unit 1 Block B, the first company to be contracted to the new units at Kelburn Business Park. The company is currently undertaking works to separate Unit 1 within the Block, and once complete will take occupation to undertake their own fit-out. Union Projects bring 15 jobs from their previous Paisley location.

Tenders have been received to subdivide and fit out the remaining units within Block B. This will see three units of circa 2,200 sqft (204sqm) on the market in ‘turnkey’ condition.

Further works will sub-divide Unit C into two units of circa 4,400 sqft (409sqm) and speculatively fit out one side into ‘turnkey’ condition for a potential tenant.

5.3 Scarlow House

Belhaven Dental Practice became the first occupants of the refurbished and re-named Scarlow House on 12 January 2015, occupying 2,329 sqft (216sqm) gross internal area. The remaining 2,392.5 sqft (222sqm) gross internal area contains seven offices, sized from 102 sqft to 348 sqft (9.5 – 32sqm). The fitting out of the offices and common areas with furnishings and fittings is complete and marketing of these remaining offices as semi serviced, furnished offices has commenced. A second tenant, Invercare, moved in at the start of April and another live expression of interest is being positively progressed.

5.4 Cartsdyke

Feasibility work has been undertaken following receipt of a company enquiry, however as this has not progressed the projected expenditure has been pushed back to 2015/16 and 2016/17.

5.5 Riverside Business Park

A programme of works is currently ongoing to upgrade the road and pavement surfaces throughout Riverside Business Park to secure adoption from Inverclyde Council. Once adopted, a Traffic Regulation Order will see the introduction of double yellow parking restrictions at locations to best assist the smooth operation of the traffic management within the Park. Whilst this is a new project that was not identified within the Single Operating Plan, a budget of £150,000 was approved by the Riverside Inverclyde Property Holdings Company and is contained within the 2014/15 spend profile.

To complement the restrictions, approval has been given to form an additional car park within the grounds on one of two available sites, with potential for around 25 extra spaces. Indicative costs of £130,000 are budgeted for in the 2015/16 expenditure profiles.

5.6 Property Portfolio management and maintenance

The completion of refurbishment of Unit 1 Drumfrochar Industrial Estate is ongoing, and will shortly be complete. The works include for the formation of toilet block and completion of the offices, heating and electrical works throughout. This will see some 5,380 sqft (500sqm) of comprehensively refurbished accommodation re-enter the market. An existing tenant on site has expressed an interest in upgrading to this double sized unit. Drumfrochar Industrial Estate comprises 12 units, 11 of which are currently occupied.

A number of small scale redecoration/refurbishment works have been undertaken to freshen up offices prior to occupation by new tenants in both Victoria House and Ladyburn Business Centre.

The five yearly fixed wiring testing at Ladyburn Business Centre has been completed and associated works undertaken for compliance.

Four Planter beds were removed at Clyde View car park to increase the parking capacity by eight spaces.

6.0 **GROUP 1 PROJECTS – BUSINESS SUPPORT**

6.1 Business advice, grant and loan funds

Although this project is predominantly delivered by Inverclyde Council, it does not preclude Riverside Inverclyde supporting businesses and in 2014/15 this was manifested in support

to nine businesses.

Inverclyde Council has a number of products to support SME's which include Marketing Grant, Informal Training Grant, New Start Growth Fund, Young Company Development Fund, Investment Fund, Property Assist Grant, Tourism Grant, Small Business Assist Grant, Small Business Loan Scheme and West of Scotland Loan Scheme.

An example of support given and outcomes gained is with the Young Company Development Fund where financial assistance was given to a company towards the purchase of an Automatic Throughfeed Moulder. This intervention resulted in the business employing an additional 6 full time members of staff.

6.2 Business Gateway

Business Gateway is closely aligned with Inverclyde Council's business support services. It is widely recognised that supporting local businesses to start up, grow and invest impacts positively in reducing unemployment and growth of the local economy. Business Gateway is engaged in delivering a range of support to help encourage local residents to create, develop, grow and sustain new and established businesses in Inverclyde. Despite challenging economic times, or perhaps in spite of, there continues to be an interest from local people in starting up their own business.

7.0 **GROUP 1 PROJECTS – SECTOR DEVELOPMENT**

This project is jointly delivered by Inverclyde Council and Riverside Inverclyde. The Operating Plan's targeted potential growth sectors are: marine and renewable energy; financial and business services; and tourism and leisure.

7.1 Marine and renewable energy (undertaken by Riverside Inverclyde)

2014/15 has been a period of significant turmoil in this business sector, both locally and nationally.

Locally, the news that Ferguson's had gone into administration was later offset by the news about its purchase by Clyde Blowers Capital, a high profile company with recognised engineering business expertise and a portfolio of businesses and activities within the renewable energy sector. Inverclyde Council and Riverside Inverclyde, at an executive level, were represented within the Task Force that led to this successful outcome. Clyde Blowers Capital subsequently announced its plans to invest up to £60M in the Ferguson facility.

Nationally, the sector has faced a number of well-publicised setbacks. Riverside Inverclyde activities have included:

- attending the Scottish Renewables' Marine Energy conference in September (which resulted in a visit to Inverclyde by an English based company);
- meeting with senior executives from active tidal energy companies with West of Scotland ambitions;
- continuing to interlock, gain insights and advice from Scottish Development International's Renewables Manager; and
- testing an initiative to have a collaborative installation base hub for tidal energy companies in Inverclyde. However, the national issues indicate that such ventures are unlikely to be even considered for investment by the sector within the next two years.

Riverside Inverclyde continues to research this sector and to network to ensure Inverclyde is poised to take advantage of the delayed investment stage as a longer-term strategy, and

will be exhibiting at All-Energy 2015 at Glasgow's SECC in May. Riverside Inverclyde's new brochure and new DVD created for attracting mobile investment to Inverclyde will debut publicly at this event.

7.2 Financial and business services

The Financial and Business Services sector provides 19.4% (5,400) of total jobs in Inverclyde (2013 latest figures). These jobs are mostly concentrated within the larger businesses ie with more than 250 employees. Inverclyde Council Business Support Services is restricted to working with SME's (up to 250 employees) however employability support may be available in the form of assisting the business with recruitment and selection or provision of wage subsidies.

7.3 Tourism and Leisure

Inverclyde Council leads on a variety of strategic activities and sector development projects in partnership with various agencies. These projects have included:

- Continued delivery of outputs identified in the Inverclyde Tourism Development Strategy 2009 – 2016 through the Local Area Tourism Partnership focus groups including Events/Activities & Stay/Public Realm Improvements. Examples include the installation of improved and increased number of pedestrian visitor information signage in Greenock, tidy ups at viewpoints, statue clean-ups and a water accessibility Feasibility Study carried out with a view to identify potential development projects for the future;
- The development of new tourism products such as the Greenock Town Trail and the preparation for 2015's opening of the Inverclyde Coastal Trail which will run from Wemyss Bay to Finlaystone, and aims to bring new visitors to Inverclyde by celebrating the rich heritage of the area;
- Support is given to the Inverclyde Tourist Group which provides visitor services/experiences in Inverclyde for cruise ship passenger visitors, and also to Discover Inverclyde which is aiming to become a Destination Management Organisation for Inverclyde, marketing and promoting the Inverclyde tourism offer to attract more visitors to the area;
- Representation and participation in national strategic forums including the Scottish Local Authority Economic Development Tourist Group, Scottish Film Locations Network, Scottish Tourism Alliance, and Marine Tourism Development Group in order to promote Inverclyde;
- Business support is delivered to local tourism businesses through advice and funding via tourism and marketing grants. In 2014/15 34 local businesses have been assisted;
- The establishment of a local tourism information dissemination service at 21 locations throughout Inverclyde. This has resulted in more visitors coming to Inverclyde and staying longer in the area; and
- Development of more events and better co-ordination of promotion by Inverclyde events organisers has resulted in: a) improved attendance at events such as Inverclyde Doors Open Days' weekend which attracted over 5,000 visitors in 2014; and b) greater involvement of local providers at each event to maximise economic benefit to local businesses.

While Tourism and Leisure remains in the strategic ownership of Inverclyde Council,

Riverside Inverclyde is active in two related aspects of this sector.

- Inverclyde's Scottish Folk & Roots Festival (a Riverside Inverclyde created and delivered initiative) built on its 2013 inaugural year's success by having a 55% increase in attendance over the 6 weeks of the 2014 festival, attracting audiences from all over Scotland. The festival features an Inverclyde act playing on every bill gaining exposure and experience alongside established Scottish artists. Three concerts were broadcast live worldwide on Celtic Music Radio's online service - all adding considerably to a positive image of Inverclyde. The potential for economic growth arising from this successful initiative is recognised, and for further development is transferring to the Beacon Arts Centre under a Service Level Agreement for 2015; and
- A three year Service Level Agreement between Inverclyde Council and Riverside Inverclyde was signed in August 2014, transferring ownership for the development of tourism businesses in Inverclyde to Riverside Inverclyde. To trigger its delivery against the SLA, Riverside Inverclyde determined to partner with Scottish Enterprise's tourism intelligence service to best utilise, and learn from, a prime national source and perspective. A feasibility study was commissioned, one of whose recommendations was delivered on April 2nd as a workshop for locally based businesses on the theme of Growing Your Business Through Cruise Liners. The workshop was endorsed by Scottish Enterprise, VisitScotland, Inverclyde Council, Discover Inverclyde, Greenock Chamber of Commerce, the Local Area Tourism Partnership, and the Inverclyde Tourist Group.

8.0 GROUP 1 PROJECTS - MARKETING AND INVESTMENT

- 8.1 The main focus of this project is on attracting investment, jobs, businesses and development and is delivered by both Inverclyde Council and Riverside Inverclyde, collaboratively and individually as appropriate.

Collaborative activities were notable on high profile external campaigns, predominantly the huge banner at Glasgow's Tradeston on the M8, and in a four page special in The Herald to co-incide with the Queen's Baton Relay passing through Inverclyde in the build up to the Commonwealth Games.

When marketing separately, Riverside Inverclyde adopted Inverclyde Council's preferred strapline of "Connected Inverclyde", as appropriate. This is particularly evident in the new Riverside Inverclyde marketing brochure and DVD for attracting mobile investment to the area.

Riverside Inverclyde has made active use of two A8 billboards at Cartsydyke for advertising property, for celebrating success in attracting new companies to Inverclyde, and for the Inverclyde's Scottish Folk & Roots Festival. Various, advertising has also taken place on those topics in The Herald, Paisley Daily Express, Clyde Life, Largs & Millport Weekly News, Helensburgh Advertiser, Lennox Herald, Inverclyde Radio, Celtic Music Radio and Commercial Property magazine. Specific location marketing brochures have been produced to attract tenants to Kelburn Business Park, Custom House, and Scarlow House respectively.

From an Inverclyde Council perspective, marketing is a corporate function and therefore delivered centrally. A new website has been developed, Inverclyde Living – www.inverclyde-living.org to attract people to visit, to work and to live in Inverclyde. Through a relocation support package, Inverclyde Council has successfully relocated 30 households to Inverclyde from out with the area. This supports the Council's aim to repopulate Inverclyde.

9.0 GROUP 1 PROJECTS – EMPLOYABILITY / FUTURE JOBS FUND

9.1 This project is a key Inverclyde Council activity. Riverside Inverclyde supports its activities via the condition of contract community benefits clauses for major construction projects.

By March, Inverclyde Council had created 290 jobs with 105 employers to recruit local young people via the Wage Subsidy programme. Community Benefits activity is ongoing with apprentices and employees located at a number of locations.

The Council-funded employability services are delivering a range of outcomes including the engagement of 1062 new clients with 549 moving into employment, while youth employment employability programmes delivered 140 Future Job posts for young people and 25 graduate posts to facilitate career development for Inverclyde Graduates.

The volume of people claiming all benefits to the end of 2014 was down on previous years and is further evidence of economic recovery in the local labour market, with reductions in the numbers of claimants receiving Job Seekers Allowance, Employment Support Allowance and other benefits.

10.0 GROUP 1 PROJECTS – VOCATIONAL TRAINING and SKILLS SUPPORT

10.1 Inverclyde Council created and successfully recruited for 14 new Modern Apprenticeship positions within the Council.

45 young people participated in the Council's Employability Fund programme, receiving up to six months' workplace training and specialist qualifications. Job outcomes are significant with 70% of completers moving into employment or further education.

Literacy and Numeracy support has been provided to 150 clients with 72 clients achieving or working towards qualifications.

Inverclyde Council continues to seek additional external funding to deliver and enhance the delivery of local employability services,

11.0 GROUP 1 PROJECTS – TOWN CENTRE REGENERATION & AREA RENEWAL

11.1 Port Glasgow

A total of £1,728,986 was identified in the Operating Plan for the Port Glasgow Town Centre Regeneration (PG TCR) to facilitate projects such as:

- Western Entrance Sculpture
- Princes St Car Park
- Shop Acquisitions
- Site Acquisitions
- PG Town Buildings Lighting

The Princes St Car Park was completed and adopted by Inverclyde Council in August 2014.

The Port Glasgow Masterplan was delivered in the Summer 2014 following a successful charrette and identified a number of early action priority projects.

Progress on the Western Entrance Sculpture was delayed as a result of protracted negotiations and discussions on the appointment contract. Project Spend for this project is carried over to the 2015/16 and 2016/17 financial years.

No vacant shop units were acquired in 2014/15, however at Riverside Inverclyde's request, Inverclyde Council is aiming to conclude missives on the private car park opposite the Town Hall to facilitate a new exit off the roundabout. A total of £315,422 is expected to be spent in 2014/15 against the Single Operating Plan projected spend of £518,986. The balance is carried forward into subsequent years.

11.2 Greenock

A total of £1,435,000 was identified in the Single Operating Plan for the Greenock Town Centre Regeneration to facilitate projects such as:

- Broomhill Regeneration – Baker's Brae Road realignment
- Environmental Improvements
- 1820 Memorial

Inverclyde Council, Riverside Inverclyde and River Clyde Homes continue to meet regularly regarding the regeneration proposals for Broomhill. Inverclyde Council Roads Service has commissioned an options appraisal for the realignment of the Baker's Brae corner, while Riverside Inverclyde has commissioned a Land Massing Study and Title Search of site ownership of the Drumfrochar Road corridor and has also commissioned an environmental feasibility study and design statement that will be drawn up in accordance with Inverclyde Council's Planning Service.

2014/15 spend is likely to be in the region of £8,000 against the £500,000 allocated, with the balance carrying forward to 2015/16 & 2016/17.

11.3 Gourock

A total of £5.072m was identified in the Single Operating Plan for Gourock Town Centre Regeneration to facilitate the Pier Head and one-way system environmental improvements. The site start was delayed substantially until December 2014.

The Contractor continues to make good progress on site. The main focus of works has been in the foreshore area between the Kempock Street car park and Gourock Station, with the rock armour works to the Kempock Street sea wall recently commencing.

12.0 **GROUP 2 PROJECTS**

12.1 The Group 2 categorisation is for projects and activities that have been identified as strategic projects for Inverclyde, but which will be led by the private sector or other partners and will only proceed if ri or Inverclyde Council are able to secure or lever the extra public funding or private sector investment needed to deliver them.

Projects in this category are:

- Victoria Harbours site regeneration – this site has seen the development of the Hungry Horse family pub restaurant and associated environmental works. Peel is continuing to engage with developers to enable further development of the site. Plans are being prepared to establish a visiting harbour facility at the East India Harbour;
- James Watt Dock – James Watt Dock LLP continues to develop out the marina;
- Ocean Terminal Quay Wall - this is a City Deal project being progressed by Riverside Inverclyde and Inverclyde Council in collaboration with Peel;
- Expansion and refurbishment of Inchgreen – this is a longer term City Deal project being progressed by Riverside Inverclyde and Inverclyde Council in collaboration with Peel; and
- Redevelopment of Inverkip Power Station – this is also a City Deal project and is being progressed by Inverclyde Council in collaboration with Scottish Power.

13.0 GROUP 1 PROJECTS – PROJECT COSTS AND INCOME

13.1 The original planned project spend in 2014/15 per the Single Operating Plan was £13,152,313 – the revised projected spend for the year stands at £10,652,920, a shortfall in spend of £2,499,393. The attached Appendix shows the project areas where these underspends have occurred with most material cases being a result of the timing of contract start dates.

No new funding has been received in the year relating to ri or IC projects in year 2014/15.
REF – Project Spend Profile – Year 2014-15 (Appendix 1A)

14.0 OPERATING PLAN 2015/16

14.1 The original planned project spend in 2015/16 per the plan was £9,587,420 – the revised projected spend for the year now stands at £11,927,942, an increase in spend of £2,340,522. The attached Appendix shows the project areas where these spend variances are expected with most being a result of catch up on projects with underspend in the previous year. Delegated authority is sought for the Corporate Director to vary the programme as necessary to enable the regeneration outputs to be achieved. Members will be provided with regular updates on progress and any necessary changes of a substantial nature will be highlighted.

REF – Project Spend Profile – Year 2015-16 (Appendix 1B)

The Project Income Profile notes new funding introduced to the plan in FY 2015/16 as follows:

ri Projects	Gourock Seawalls and Roads Additional Funding	£800,000
	Scottish Government Capital Grant (Custom House)	£649,332
	Kilmacolm Self Build	£378,750
	Reduction in funding from RIPH due to forecast revisions	<u>-£70,000</u>
	Total New Funding	£1,758,082
IC Funding	Reallocation of Plan Funding	£374,000

Revised Operating Plan for period at 31st March 2017 per Appendix 1C. Please note that outputs and outcomes targets are currently being reviewed accordingly and will be available to Members as a separate Appendix 2 to this report and that the financial profiles will change slightly once all expenditure is processed for 2014/15.

15.0 PERFORMANCE TRACKING 2014/15 (as at 11th March 2015)

15.1 Table 1.1 Riverside Inverclyde performance

Key indicator	Performance from 1 April 2014 to 11 th March 2015	2014/15 ri portion of targets	Comment
OUTPUTS			
Number of Businesses Supported (new and existing)	9	9	Measurement includes provision of consultancy support, workshops, diagnostics, information and advice to businesses, support with new premises, support to become more resource efficient & reduce carbon

			footprint etc
Square metres new / refurbished office/commercial space	402.7	698	315 at Scarlow House , 39 at Ladyburn Room 7, 48.7 at Victoria House Workshop 2. 395 at Custom House Ph 3 completion delayed to late Spring 2015
Square metres new / refurbished industrial space	1620	1620	Kelburn blocks C&D
Hectares of land developed for economic after-use	0	0	
Number of individuals supported with employability	n/a	n/a	
OUTCOMES			
Number of jobs supported (created & safeguarded)	95.8 *	35	* subject to verification
Number of new business start-ups	n/a	n/a	
Number of residents progressing into employment	n/a	n/a	
Number of construction job years	62.5	52.4	Gourock 41.8, Kelburn 10.7, Scarlow House 3.6, Custom House 6.4

Table 1.2 Inverclyde combined performance tracking

Key indicator	Performance from 1 April 2014 to 11th March 2015	2014/15 targets	Comment
OUTPUTS			
Number of Businesses Supported (new and existing)	580	524	
Square metres new / refurbished office/commercial space	402.7	698	Custom House Ph 3 (315 sq m) completion delayed to late Spring 2015
Square metres new / refurbished industrial space	1620	1620	
Hectares of land developed for economic after-use	0	0	
Number of individuals supported with employability	1520	1829	On track for financial year end
OUTCOMES			
Number of jobs supported (created & safeguarded)	443.8 *	324.5	* subject to verification of Gryffe Studios (see table 1.1)
Number of new business start-ups	141	150	On track for financial year end
Number of residents progressing into employment	662	804	On track for financial year end
Number of construction job years	62.5	52.4	

16.0 FUTURE DELIVERY OF REGENERATION SERVICES

16.1 Members will be aware that the Budget Proposals presented to the Full Council in February 2015 required as part of the Members Budget Working Group's Workplan (appendix 5 of Council's February 2015 Report) that a report be brought forward for Members' consideration on the 'Future Delivery of Regeneration Services' in Inverclyde. In this regard, it is proposed to appoint external consultants, New Skills Consulting Ltd, directly at a cost of up to £20,000 as they have significant experience of ri and the Council's Economic Development Teams from the previous midterm review and establishing the Single Operating Plan and as this is deemed to be economically advantageous for the Council.

17.0 IMPLICATIONS

Finance

17.1

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
Budget Development Earmarked Reserve	Consultants Costs	2015/16	Up to £20,000		

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if Applicable)	Other Comments
N/A					

Legal

17.2 None.

Human Resources

17.3 None.

Equalities

17.4 None.

Repopulation

17.5 The regeneration programmes should help to address depopulation and help to encourage repopulation.

18.0 CONSULTATIONS

18.1 There has been consultation with the Board of Riverside Inverclyde.

19.0 LIST OF BACKGROUND PAPERS

19.1 None.

Riverside Inverclyde / Inverclyde Council Joint Operating Plan Monitoring Report
PROJECT SPEND PROFILE - Year 2014 - 15 only (Appendix 1A)

	Project / Activity / Service	2014/15		favourable (+) / adverse (-)	NOTES	
		Plan	Revised			
6	New Deal (IC)	£16,660	£16,660			
	Employment and training (IC)	£14,220	£14,220			
	Pre-Vocational Training (IC)	£16,160	£16,160			
	Apprenticeships (IC / SDS*)	£178,380	£178,380			
	Apprenticeships (IC earmarked reserves)	£213,000	£207,000			
	Vocational Training (IC)	£27,890	£27,890			
	SUB-TOTAL	£466,310	£460,310	-£6,000		
	7	New Western Entrance to Port Glasgow (IC -	£100,000	£44,558		
		New Car Park for visitors within Town Centre (IC -	£8,986	£0		
		Additional allocation from capital (IC - capital ri	£160,000	£215,000		
Additional funding from IC - 20/02/14		£0	£0			
Port Glasgow TCR includes: Port Glasgow site acquisitions (ri)		£150,000	£0			
Port Glasgow Shop / Office fit out (ri)		£0	£0			
Port Glasgow Library Lighting (ri)		£0	£0			
Port Glasgow Town Centre Regeneration (ri)		£100,000	£55,864			
SUB-TOTAL		£518,986	£315,422	-£203,564	Project timings - underspend falling into FY 2015/16	
8		Gourock Municipal Buildings (ri - £300k & IC	£300,000	£8,100		
	Pierhead Redevelopment (IC - capital ri funding)	£2,100,000	£1,553,336			
	Gourock Town Centre expansion of scope (IC -	£0	£0			
	Additional funding from IC - 20/02/14	£0	£0			
	SUB-TOTAL	£2,400,000	£1,561,436	-£838,564	Project delays due to late start on site - spend catch up in 2015-16	
	9	Regeneration of Broomhill (IC capital)	£250,000	£0		
		Additional funding from IC - 20/02/14	£0	£0		
		Greenock Town Centre / Broomhill (ri)	£250,000	£8,000		
		SUB-TOTAL	£500,000	£8,000	-£492,000	Project timings - underspend falling into FY 2015/16
		ALLOCATED RESOURCES	£11,889,914	£9,474,204	-£2,415,710	
UNALLOCATED RESOURCES		£77,000	£0	-£77,000		
TOTAL		£11,966,914	£9,474,204	-£2,492,710		
OPERATING COSTS						
O/g		Operating Cost	Plan	Revised		
		ri	£298,456	£298,456		
	Overheads	£112,409	£112,409			
	Other costs	£14,514	£14,514			
	SUB-TOTAL	£425,379	£425,379	+£0		
	IC	£585,460	£578,777			
	Overheads	£174,560	£174,560			
	SUB-TOTAL	£760,020	£753,337	-£6,683		
	TOTAL	£1,185,399	£1,178,716	-£6,683		
	TOTAL SPEND (ACTIVITY PLUS OPERATING COSTS)=	£13,152,313	£10,652,920	-£2,499,393		

Riverside Inverclyde / Inverclyde Council Joint Operating Plan Monitoring Report
PROJECT SPEND PROFILE - Year 2015 - 16 only (Appendix 1B)

	Project / Activity / Service	2015/16		favourable (+) / adverse (-) NOTES	
		Plan	Revised		
1	Capital Projects	Customs House Phase 3	£0	£243,834	
		Custom House Phase 2	£0	£0	
		Custom House Phase 4	£0	£1,006,250	
		Kelburn (Phase 1)	£0	£14,000	
		Kelburn (Phase 2)	£124,000	£70,000	
		Carsdyke Phase 1	£800,000	£50,000	
		Riverside Business Park	£0	£0	
		SUB-TOTAL	£924,000	£1,384,084	
		RRP Road Adoption	£0	£37,500	
		RRP Car Park	£0	£130,000	
2	Riparian Projects	Kelburn Fit Out - Block B	£0	£70,000	+£460,084 Custom House Contract Works delays
		Kelburn Fit Out - Block C	£0	£40,576	
		Drumfrochar Fit Out	£0	£11,120	
		Maintenance of business property portfolio (ri)	£100,000	£100,000	
		SUB-TOTAL	£100,000	£389,196	
		Faulds Park Business Support	£0	£0	
		Feasibility consultancy	£39,613	£50,000	
		Arctic Penguin	£0	£50,000	
		Pontoon Relocation	£0	£44,510	
		Kilmacolin Self Build	£0	£378,750	
SUB-TOTAL	£39,613	£523,260			
3	Small Business Centre, Scarlow Street, Port Glasgow includes the following activities	Newark House purchase	£0	£0	+£483,647 New project not in Original Plan
		Belhaven	£0	£0	
		Scarlow St - Contract for WH Kirkwood	£0	£18,404	
		Newark House Demolition & Car Park	£0	£210,000	
		Belhaven Lease and site supervision fees	£0	£0	
		Marketing Fees	£0	£0	
		Legal Fees for acquisition of Newark House	£0	£0	
		Demolition and extend Belhaven Car Park	£0	£0	
		Bingo Hall Fees	£0	£0	
		Previous Approvals (Richard Robb)	£0	£0	
SUB-TOTAL	£0	£228,404			
4	Business advice, grant and loan funds includes the following activities	Small Business Training Grant (IC)	£13,490	£13,490	+£228,404 Project timings - underspend falling into FY 2015/16
		Small Business Grant Fund (IC)	£42,780	£42,780	
		Property Assistance Grants (IC)	£45,760	£45,760	
		Repopulating Inverclyde - Ongoing Business	£0	£17,000	
		Small Business Loan Fund (IC)	£13,560	£13,560	
		Shopfront Improvement Grant (IC Reserves)	£0	£0	
		SUB-TOTAL	£115,590	£132,590	
		Tourism and leisure (IC)	£66,820	£66,820	
		Re-populating / promoting Inverclyde -	£75,000	£75,000	
		Re-populating / promoting Inverclyde -	£77,000	£100,000	
Beacon Theatre Revenue Grant (ri)	£50,000	£150,000			
Renewables	£0	£0			
SUB-TOTAL	£266,820	£391,820			
5	Marketing and inward investment includes:	Contribution to 'Invest in Inverclyde' (IC)	£25,370	£25,370	+£123,000
		Re-populating / promoting Inverclyde -	£0	£0	
		Marketing (ri) (Part of budget)	£50,000	£50,000	
		SUB-TOTAL	£75,370	£75,370	
		Youth Employment (IC reserves)	£112,000	£128,000	
		Employment Support (IC reserves)	£130,000	£0	
		Re-populating / promoting Inverclyde - Graduate	£76,000	£138,000	
		Youth Employment Fund* (IC) - Bid for on an	£0	£0	
		Additional funding from IC - 20/02/14	£0	£0	
		Employability Services supported by the	£1,964,000	£2,164,000	
SUB-TOTAL	£2,282,000	£2,430,000			

Riverside Inverclyde / Inverclyde Council Joint Operating Plan Monitoring Report
PROJECT SPEND PROFILE - Year 2015 - 16 only (Appendix 1B)

	Project / Activity / Service	2015/16		favourable (+) / adverse (-) NOTES
		Plan	Revised	
6	New Deal (IC)	£16,660	£16,660	
	Employment and training (IC)	£14,220	£14,220	
	Pre-Vocational Training (IC)	£16,160	£16,160	
	Apprenticeships (IC / SDS*)	£178,380	£178,380	
	Apprenticeships (IC earmarked reserves)	£87,000	£93,000	
	Vocational Training (IC)	£27,890	£27,890	
	SUB-TOTAL	£340,310	£346,310	+£6,000
	New Western Entrance to Port Glasgow (IC - capital)	£100,000	£106,000	
	New Car Park for visitors within Town Centre (IC - capital)	£0	£0	
	Additional funding from IC - 20/02/14	£250,000	£386,500	
7	Port Glasgow TCR includes:	£100,000	£0	
	Port Glasgow Shop / Office fit out (ri)	£100,000	£0	
	Port Glasgow Library Lighting (ri)	£60,000	£85,000	
	Port Glasgow Town Centre Regeneration (ri)	£0	£0	
	SUB-TOTAL	£610,000	£577,500	-£32,500
	Gourock Municipal Buildings (ri - £300K & IC)	£300,000	£526,000	
	Pierhead Redevelopment (IC - capital ri funding)	£2,022,000	£3,463,691	
	Gourock Town Centre expansion of scope (IC - capital)	£200,000	£0	
	Additional funding from IC - 20/02/14	£150,000	£0	
	SUB-TOTAL	£2,672,000	£3,989,691	+£1,317,691
8	Regeneration of Broomhill (IC capital)	£0	£180,000	
	Additional funding from IC - 20/02/14	£250,000	£0	
	Greenock Town Centre / Broomhill (ri)	£100,000	£202,500	
	SUB-TOTAL	£350,000	£382,500	+£32,500
9	ALLOCATED RESOURCES	£7,777,703	£10,850,726	+£3,073,023
	UNALLOCATED RESOURCES	£626,000	£0	-£626,000
	TOTAL	£8,403,703	£10,850,726	+£2,447,023
OPERATING COSTS				
Org	Operating Cost	Plan	Revised	
	Staff Costs	£294,462	£201,151	
	Overheads	£114,431	£114,431	
	Other costs	£14,804	£14,804	
	SUB-TOTAL	£423,697	£330,386	-£93,311
	Staff Costs	£585,460	£572,270	
	Overheads	£174,560	£174,560	
	SUB-TOTAL	£760,020	£746,830	-£13,190
	TOTAL	£1,183,717	£1,077,216	-£106,501
	TOTAL SPEND (ACTIVITY PLUS OPERATING COSTS)=	£9,587,420	£11,927,942	+£2,340,522

Project / Activity / Service	2014/15		2015/16		2016/17 on		TOTAL		Prior Years Spend	TOTAL Project Spend	Favourable (+) / adverse (-)	NOTES	
	Plan	Revised	Plan	Revised	Plan	Revised	Plan	Revised					
ri Capital Projects	Customs House Phase 3	£1,000,000	£720,915	£0	£33,000	£1,000,000	£997,749	£1,000,000	£48,781	£1,046,530	£37,728	Small variance from original approval	
	Custom House Phase 2	£32,000	£32,000	£0	£0	£32,000	£32,000	£32,000	£1,899,670	£1,931,670	£48,380	Small variance from original approval	
	Custom House Phase 4	£32,000	£32,000	£0	£0	£32,000	£32,000	£32,000	£1,189,332	£1,221,332	£49,332	New project not in Original Plan	
	Keilburn (Phase 2)	£100,000	£17,659	£14,000	£151,082	£100,000	£1,646,031	£1,700,000	£2,475,437	£2,507,096	£49,270	Overprovision for retention in Original Plan	
	Cartofyne Phase 1	£1,576,000	£1,576,031	£800,000	£700,000	£1,500,000	£1,100,000	£1,500,000	£9,642	£1,655,673	£49,327	Reduction in Scope of Work	
	Riverside Business Park	£85,000	£87,489	£0	£0	£85,000	£87,489	£85,000	£87,489	£87,489	£2,489	Retention and small works	
	SUB-TOTAL	£2,793,000	£2,465,094	£924,000	£1,234,082	£700,000	£5,084,260	£5,084,260	£150,000	£150,000	£5,234,260	£450,000	New project not in Original Plan
	RBP Road Adoption	£97,895	£0	£0	£0	£97,895	£0	£97,895	£0	£97,895	£97,895	£0	New project not in Original Plan
	RBP Car Park	£74,000	£0	£0	£0	£74,000	£0	£74,000	£0	£74,000	£74,000	£0	New project not in Original Plan
	Keilburn Ft Out - Block B	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	New project not in Original Plan
Keilburn Ft Out - Block C	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	New project not in Original Plan	
Drumfrochar Ft Out	£69,580	£0	£0	£0	£69,580	£0	£69,580	£0	£69,580	£69,580	£0	New project not in Original Plan	
Maintenance of business property portfolio (ri)	£325,000	£40,000	£100,000	£150,000	£150,000	£150,000	£150,000	£150,000	£0	£300,000	£250,000	Recall of funds to Keilburn & Drumfrochar Projects	
SUB-TOTAL	£325,000	£40,000	£100,000	£150,000	£150,000	£150,000	£150,000	£150,000	£0	£300,000	£250,000		
Faulds Park Business Support	£39,000	£40,000	£39,000	£55,869	£55,869	£55,869	£55,869	£55,869	£0	£111,738	£72,869	Support for Concentrix	
Feasibility consultancy	£62,018	£50,000	£39,613	£50,000	£50,000	£50,000	£50,000	£50,000	£0	£100,018	£50,000		
Arctic Penguin	£18,000	£0	£0	£0	£18,000	£0	£18,000	£18,000	£0	£18,000	£18,000		
Ponemon Remediation	£8,697	£0	£0	£0	£8,697	£0	£8,697	£8,697	£0	£8,697	£8,697		
Kilmacross Self Build	£151,297	£151,297	£39,613	£55,869	£55,869	£55,869	£55,869	£55,869	£0	£307,166	£251,297		
SUB-TOTAL	£101,018	£151,297	£39,613	£55,869	£55,869	£55,869	£55,869	£55,869	£0	£307,166	£251,297		
Network House purchase	£20,000	£50,000	£0	£0	£0	£0	£0	£0	£0	£50,000	£50,000		
Belhaven	£70,000	£70,120	£0	£0	£0	£0	£0	£0	£0	£140,120	£140,120		
Scarbow St - Contract for WH Kilmacross	£510,761	£525,209	£0	£18,404	£18,404	£543,614	£510,761	£543,614	£0	£1,064,375	£543,614		
Network House Demolition & Car Park	£307,395	£108,000	£0	£210,000	£0	£7,895	£307,395	£325,895	£0	£615,290	£307,395		
Keilburn Lease and site supervision fees	£42,000	£0	£0	£0	£0	£0	£42,000	£42,000	£0	£42,000	£42,000		
Legal fees for acquisition of Network House	£20,000	£7,000	£0	£0	£0	£0	£20,000	£20,000	£0	£27,000	£7,000		
Demolition and extend Belhaven Car Park	£25,000	£25,000	£0	£0	£0	£0	£25,000	£25,000	£0	£50,000	£25,000		
Biogo Hall Fees	£4,000	£0	£0	£0	£0	£0	£4,000	£4,000	£0	£4,000	£4,000		
Previous Approvals (Richard Robb)	£29,664	£0	£0	£0	£0	£0	£29,664	£29,664	£0	£29,664	£29,664		
SUB-TOTAL	£1,061,820	£785,389	£0	£228,404	£0	£7,895	£1,061,820	£1,021,689	£0	£1,061,820	£34,161		
Small Business Training Grant (IC)	£13,490	£13,490	£13,490	£13,490	£13,490	£13,490	£13,490	£13,490	£0	£26,980	£13,490		
Small Business Grant Fund (IC)	£42,780	£42,780	£42,780	£42,780	£42,780	£42,780	£42,780	£42,780	£0	£85,560	£42,780		
Property Assistance Grants (IC)	£45,760	£45,760	£45,760	£45,760	£45,760	£45,760	£45,760	£45,760	£0	£91,520	£45,760		
Repopulating Inverclyde - Ongoing Business Support (IC revenue reserves)	£76,000	£42,000	£0	£17,000	£0	£17,000	£76,000	£76,000	£0	£125,000	£49,000		
Small Business Loan Fund (IC)	£13,560	£13,560	£13,560	£13,560	£13,560	£13,560	£13,560	£13,560	£0	£27,120	£13,560		
Shopfront Improvement Grant (IC Reserves)	£50,000	£50,000	£0	£0	£0	£0	£50,000	£50,000	£0	£100,000	£50,000		
SUB-TOTAL	£241,590	£207,590	£115,590	£132,590	£115,590	£132,590	£241,590	£207,590	£0	£449,180	£241,590		
Tourism and leisure (IC)	£66,820	£66,820	£66,820	£66,820	£66,820	£66,820	£66,820	£66,820	£0	£133,640	£66,820		
Re-populating / promoting Inverclyde - Development of Tourism (IC revenue reserves)	£75,000	£25,000	£75,000	£75,000	£0	£50,000	£150,000	£150,000	£0	£225,000	£75,000		
Re-populating / promoting Inverclyde - Relocation Service (IC revenue reserves)	£77,000	£67,000	£77,000	£100,000	£0	£15,000	£154,000	£182,000	£0	£261,000	£87,000		
Beacon Theatre Revenue Grant (ri)	£50,000	£50,000	£50,000	£50,000	£0	£0	£100,000	£100,000	£0	£200,000	£50,000	Additional support provided to Beacon Arts Centre	
Renewables	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0		
SUB-TOTAL	£268,820	£208,820	£268,820	£391,820	£66,820	£131,820	£604,460	£732,460	£0	£1,367,320	£66,820		
Contribution to Invest in Inverclyde (IC)	£25,370	£25,370	£25,370	£25,370	£25,370	£25,370	£25,370	£25,370	£0	£50,740	£25,370		
Re-populating / promoting Inverclyde - Promotional Campaign (IC revenue reserves)	£74,000	£81,000	£0	£0	£0	£74,000	£81,000	£81,000	£0	£155,000	£81,000		
Marketing (ri) (Part of budget)	£50,000	£50,000	£50,000	£50,000	£50,000	£50,000	£50,000	£50,000	£0	£100,000	£50,000		
SUB-TOTAL	£149,370	£156,370	£125,370	£75,370	£80,366	£305,106	£305,106	£305,106	£0	£610,472	£125,370		
Youth Employment (IC reserves)	£350,000	£439,000	£112,000	£128,000	£0	£0	£462,000	£567,000	£0	£819,000	£439,000		
Youth Employment Support (IC reserves)	£100,000	£0	£0	£0	£0	£0	£100,000	£100,000	£0	£200,000	£100,000		
Re-populating / promoting Inverclyde - Graduate Entry Programme (IC reserves)	£70,000	£9,000	£76,000	£138,000	£0	£0	£146,000	£147,000	£0	£293,000	£147,000		
Youth Employment Fund* (IC) - Bid for on an annual basis	£120,000	£0	£0	£0	£0	£0	£120,000	£120,000	£0	£240,000	£120,000		
Additional funding from IC - 20/02/14	£400,000	£400,000	£0	£0	£0	£0	£400,000	£400,000	£0	£800,000	£400,000		
Employability Services supported by the Regeneration Fund (IC)	£2,024,000	£2,024,000	£1,964,000	£2,164,000	£1,964,000	£2,164,000	£3,928,000	£4,000,000	£0	£7,932,000	£5,968,000		
SUB-TOTAL	£3,064,000	£2,872,000	£2,282,000	£2,430,000	£2,164,000	£2,164,000	£6,632,000	£6,352,000	£0	£12,984,000	£6,352,000		
New Deal (IC)	£16,660	£16,660	£16,660	£16,660	£16,660	£16,660	£16,660	£16,660	£0	£33,320	£16,660		
Employment and training (IC)	£14,220	£14,220	£14,220	£14,220	£14,220	£14,220	£14,220	£14,220	£0	£28,440	£14,220		
Pre-Vocational Training (IC)	£16,160	£16,160	£16,160	£16,160	£16,160	£16,160	£16,160	£16,160	£0	£32,320	£16,160		
Apprenticeships (IC / SIDS*)	£178,380	£178,380	£178,380	£178,380	£178,380	£178,380	£178,380	£178,380	£0	£356,760	£178,380		
Apprenticeships (IC earmarked reserves)	£213,000	£207,000	£97,000	£93,000	£0	£0	£300,000	£300,000	£0	£600,000	£300,000		
Vocational Training (IC)	£27,890	£27,890	£27,890	£27,890	£27,890	£27,890	£27,890	£27,890	£0	£55,780	£27,890		
SUB-TOTAL	£466,310	£460,310	£340,310	£346,310	£189,930	£189,930	£996,550	£996,550	£0	£1,952,860	£996,550		

Project / Activity / Service	2014/15		2015/16		2016/17 on		TOTAL	Prior Years Spend	Total Project Spend	Favourable (f) / adverse (a)	NOTES
	Plan	Revised	Plan	Revised	Plan	Revised					
7 Port Glasgow TCR includes: New Western Entrance to Port Glasgow (IC - capital r) funding) New Car Park for visitors within Town Centre (IC - capital r) funding) Additional allocation from capital (IC - capital r) funding) Additional funding from IC - 20/02/14 Port Glasgow site acquisitions (r) Port Glasgow Shop / Office fit out (r) Port Glasgow Library Lighting (r) Port Glasgow Town Centre Regeneration (r) SUB-TOTAL Gourock Municipal Buildings (r - £300k & IC Capital - £300k) Pierhead Redevelopment (IC - capital r) funding) Gourock Town Centre expansion of scope (IC - capital r) funding) Additional funding from IC - 20/02/14 SUB-TOTAL Regeneration of Broomhill (IC capital) Additional funding from IC - 20/02/14 Gourock Town Centre / Broomhill (r) SUB-TOTAL ALLOCATED RESOURCES UNALLOCATED RESOURCES TOTAL	£100,000	£44,558	£106,000	£1,26,180	£50,000	£126,180	£250,000	£48,262	£325,000	+£75,000	Increase in size of sculpture from original design.
	£8,986						£8,986	£0	£0		
	£160,000	£215,000	£386,500	£183,500	£750,000	£933,500	£160,000		£785,000	-£75,000	Redistribution of funds to sculpture
	£150,000		£100,000		£100,000		£500,000		£0		
	£0		£60,000	£95,000	£0		£200,000		£85,000		
	£100,000	£55,864	£100,000	£526,384	£200,000	£885,064	£300,000		£82,248		
	£518,986	£313,422	£610,000	£577,500	£600,000	£885,064	£1,726,966		£382,248		
	£300,000	£8,100	£300,000	£526,000	£0	£55,900	£600,000		£600,000		
	£2,100,000	£1,553,336	£2,022,000	£3,463,691	£0	£2,746,461	£4,122,000		£5,263,468		Further £800,000 additional funding allocated - see income schedule
	£0		£200,000		£0		£700,000		£586,512		
£2,400,000	£1,561,436	£2,272,000	£3,989,691	£0	£3,12,361	£5,072,000		£1,435,000		+£0	
£250,000		£180,000	£180,000	£0	£70,000	£250,000					
£0		£350,000	£500,000	£500,000	£500,000	£500,000					
£350,000	£8,000	£100,000	£702,500	£0	£335,000	£474,500					
£500,000	£8,000	£350,000	£382,500	£585,000	£1,044,500	£1,435,000					
£11,889,914	£9,714,204	£7,777,703	£10,850,726	£4,507,575	£6,901,643	£24,175,192		£5,164,826	£32,391,398		
£77,000	£0	£626,000	£0	£349,970	£12,102	£1,052,970			£12,102		
£11,966,914	£9,714,204	£8,403,703	£10,850,726	£4,857,545	£6,913,745	£25,228,162		£5,164,826	£32,403,500		
TOTAL											
OPERATING COSTS											
Operating Cost											
Staff Costs	£298,456	£298,456	£294,462	£201,151	£296,405	£205,072	£889,323				
Overheads	£12,409	£12,409	£14,931	£14,931	£16,491	£16,491	£45,331				
Other costs	£14,514	£14,514	£14,804	£15,100	£15,100	£15,100	£44,418				
SUB-TOTAL	£425,379	£425,379	£424,197	£330,982	£427,996	£336,663	£1,277,072		£1,092,428		
IC	£585,460	£578,777	£585,460	£572,270	£585,460	£579,270	£1,756,380				
Overheads	£174,560	£174,560	£174,560	£174,560	£174,560	£174,560	£523,680				
SUB-TOTAL	£760,020	£753,337	£760,020	£746,830	£760,020	£753,830	£2,280,060		£2,203,997		
TOTAL	£1,185,399	£1,178,716	£1,183,717	£1,077,216	£1,188,016	£1,040,493	£3,557,132		£3,296,425		
TOTAL SPEND (ACTIVITY PLUS OPERATING COSTS)	£13,152,313	£10,652,920	£9,587,420	£11,927,942	£6,045,561	£7,954,238	£28,785,294		£35,699,925		

Report To: Environment & Regeneration Committee Date: 30th April 2015

Report By: Corporate Director Environment, Regeneration & Resources Report No: R014/15/AF/SJ

Contact Officer: Stuart Jamieson Contact No: 01475 712762

Subject: City Deal Progress Report

1.0 PURPOSE

- 1.1 The purpose of the report is to provide Committee with an update on the implementation of the City Deal Programmes.

2.0 SUMMARY

- 2.1 Following approval by the Environment and Regeneration Committee in August 2014 to accept the offer of a City Deal, the Corporate Director Environment, Regeneration and Resource has been undertaking a number of activities including developing and implementing the Operating Plan for the first three years of the City Deal.
- 2.2 Members should be aware that internal governance arrangements have been established and approved by the Corporate Management Team. Furthermore, officers have been engaging with the City Deal Programme Monitoring Office to progress the final amendments of the City Deal Assurance Framework and preparation of the Strategic Business Cases for the 3 Inverclyde City Deal Infrastructure Fund Projects i.e. Inchgreen, Inverkip Power Station Development and Ocean Terminal.
- 2.3 Officers have also been actively involved in discussions with Peel and Scottish Power in relation to developing joint development agreements which are state aid compliant.
- 2.4 In addition to the Infrastructure Projects, officers have been progressing the development of the Employability/Labour Market Initiatives. Inverclyde will deliver a 3 year programme with total Project Costs of £459,000, of which the Council's contribution has been confirmed as £244,000. This funding to come from existing Employability budgets.
- 2.5 The initial phasings of the infrastructure projects have been submitted to the Programme Monitoring Office and the overall programme is being reviewed by officers prior to Cabinet consideration. The phasings are kept under regular review and any financial implications will be reported to Members at an appropriate time.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that Committee:
- (a) Note the progress to date.
 - (b) Delegate authority to the Corporate Director Regeneration and Environment, to formally accept the City Deal award for employability when it is received.
 - (c) Delegate authority to the Head of Legal and Property Services to accept the most economically advantageous tender for the delivery of the employability activity.

4.0 BACKGROUND

- 4.1 The Environment and Regeneration Committee in August 2014 agreed to accept the offer of a City Deal as detailed in the 'Glasgow and Clyde Valley City Deal' document and delegated authority to the Corporate Director Environment, Regeneration and Resource to undertake a number of activities including developing and implementing the Operating Plan for the first three years of the City Deal. In addition, the Full Council agreed at its meeting in December 2014 to remit it to the Corporate Director to establish suitable internal mechanisms for a Project Board to oversee local implementation and progress of City Deal projects and to engage relevant partners.
- 4.2 In the original proposals for City Deal three areas of work were considered, with support packages for clients receiving Employment Support Allowance, Youth Employment Measures and In work support. Whilst clients in Inverclyde will benefit from the City Deal Employment Support Allowance package, due to funding opportunities from European Structural Funds the Youth Employment Initiative will not receive any direct contribution from City Deal and is subject of a separate report on the agenda. The third strand of the original City Deal activity, In work support, is only being delivered in Glasgow.

5.0 PROGRESS

- 5.1 Internal governance arrangements have been established and approved by the Corporate Management Team. In this regard an Inverclyde City Deal Programme Board has been established consisting of the Corporate Director – Environment, Regeneration and Resources (Chair); the Chief Financial Officer; the Head of Legal and Property Services; the Head of Regeneration and Planning; and the Physical Regeneration Service Manager for Riverside Inverclyde. As necessary appropriate Officers may be invited to attend the Programme Board on an ad hoc basis e.g. Scottish Enterprise, the State Aid Unit, Roads and / or Communications. The Board will meet regularly and ensure reports are presented to Committee to keep Members updated. A number of project sub-groups have also been established to oversee delivery and report back to the Board.
- 5.2 Furthermore, officers have been engaging with the City Deal Programme Monitoring Office to progress the final amendments of the City Deal Assurance Framework.
- 5.3 Consultants Ironside Farrar, previously commissioned by Riverside Inverclyde to undertake feasibility work on City Deal Projects, were appointed by the Council to prepare Strategic Business Cases (SBCs) for the 3 Inverclyde City Deal Infrastructure Fund Projects i.e. Inchgreen, Inverkip Power Station Development and Ocean Terminal. The SBCs were submitted by the closing date i.e. 31st March 2015 and provide project information in relation to:

1. Executive Summary

- 1.1. Strategic need for the project
- 1.2. Options shortlisted
- 1.3. Proposed solution
- 1.4. Forecast cost
- 1.5. Proposed team and project management arrangements

2. Strategic Fit

- 2.1. Strategic need for the project
- 2.2. Strategic and policy context for the project
- 2.3. Existing arrangements
- 2.4. Strategic Fit with City Deal Programme Objectives
- 2.5. Project scope and Investment Allocation
- 2.6. Dependencies and constraints
- 2.7. Project stakeholders
- 2.8. Benefits
- 2.9. Risks

3. Options Appraisal

- 3.1. Option Review
- 3.2. Options Appraisal

3.3. Preferred Option

4. Economic, Financial & Commercial Aspects

4.1. Economic Case

4.2. Commercial Aspects

4.3. Funding

5. Sustainability Case

6. Project Governance and Management

6.1. Project Roles

6.2. Project Governance Structure

6.3. Procurement and Community Benefits Strategy

6.4. Other Legal Matters for Consideration

5.4 Copies of the SBCs are available to Members by contacting the Head of Regeneration and Planning.

5.5 Members should be aware that officers have been engaging with partners to develop how projects are to be progressed through joint development/venture agreements. A particularly challenging area has been the development of state aid compliant principles of agreement. Dialogue has been ongoing with the Scottish Government's State Aid Unit to seek clarification and guidance on this matter. It is clear in some areas of activity that City Deal Grant Funding will only be permitted for public works or if a Block Exemption Scheme is in place to permit the provision of grant support. Otherwise public funding can only be permitted adopting the Market Economy Investor Principle i.e. in the form of shared risk, investment and return on a pari-passu or equal footing basis. The State Aid Unit advises that in order to ensure this is being achieved in relation to individual projects an Independent Assessment/Analysis will be required.

5.6 The Employability/ Labour Market Initiatives have been progressed with all eight participating Local Authorities agreed on allocations and outcome targets. Inverclyde Council have moved to advertise the service on Public Contract Scotland and obtain appropriate service delivery. The employability schemes are as follows:-

P1 – Clients receiving Employment Support Allowance

This programme will be delivered in Inverclyde with an annual value of £153,000, with an annual contribution from the Council of c£81,000. It is targeted at the people who have completed the national work programme, have not progressed and have either illness or disability issues which impact on their ability to work. Services will include counselling, condition management and employer engagement.

P2 – Youth Employment

One of the original strands of the City Deal activity now entirely funded by ESF with match from IC and is subject of a separate report on the agenda.

P3 – In Work Support

The third strand of the original city deal activity is only being delivered in Glasgow. Proposals have not been agreed as yet and will be employer led, targeted at people in work and to support career progression.

5.7 Glasgow City Council will be the lead organisation with Accountable Body status. All councils are in further negotiation to agree protocols and procedures with Jobcentre Plus.

6.0 CONCLUSIONS

6.1 Overall projects are being developed to meet the requirements of the City Deal PMO and the outcome of the deliberations on the Strategic Business Cases for Inchgreen, Inverkip Power

Station Development and Ocean Terminal is awaited.

7.0 IMPLICATIONS

7.1 Financial: One-off costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
Economic Regeneration	City Deal	2014/17	£90		To fund PMO and initial project costs
	Employability	2015/18	£244		Contribution to Employability Project. Contained within existing resources

7.2 Financial: Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if applicable)	Other Comments
Economic Regeneration	City Deal	2017/18	£400		Approved annual sum to fund City Deal financing & PMO costs from 2017/18

7.3 Legal:

7.4 Human Resources:

8.0 CONSULTATION

8.1 Legal Services have been consulted on this report.

8.2 Finance Services have been consulted on this report.

9.0 EQUALITIES

9.1 Has an Equality Impact Assessment been carried out?

√

YES (see attached appendix)

NO - This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

10.0 REPOPULATION

- 10.1 The City Deal Programme of activities/projects will contribute to the regeneration of Inverclyde and making Inverclyde a more attractive place to live and work in.

APPENDIX

COST ALLOCATION – ESA CITY DEAL PILOT

The ESA City Deal programme is based on a budget of £9million over a 3 year period - this is being funded on the basis of 50% DWP and 50% Local Authority Funding.

Percentage allocations to Local Authorities have been based on two elements:- number of IB/ESA clients in individual local authorities and feedback on anticipated Work Programme leaver flows from DWP. This methodology has been used from initial workings on the proposal and has been shared with Local Authorities.

The table below shows this percentage split and what this means in relation to clients supported and job outcomes.

	EAST DUNBARTONSHIRE	EAST RENFREWSHIRE	GLASGOW	INVERCLYDE	NORTH LANARKSHIRE	RENFREWSHIRE	SOUTH LANARKSHIRE	WEST DUNBARTONSHIRE	total
Percentage of Pilot by LA	2.54%	1.91%	48.17%	5.42%	11.56%	11.27%	13.15%	5.98%	100%
Clients supported	102	76	1927	217	462	451	526	239	4,000
Job Outcomes	15	11	290	32	69	68	79	36	600

There are a number of areas that need to be funded at a Clyde Valley level - performance management and evaluation. Agreement has been reached that one local authority will take the lead in managing the Performance Management activity - ensuring consistency across all eight local authorities and providing a programme monitoring function at LA level and performance management reports to the Clyde Valley PMO. The split in relation to these costs will follow the same percentage split shown above.

	Per Annum	Total Costs
Evaluation Costs		50,000
Programme Management Support Costs	130,137	390411
Client Management Information Costs	29,450	88350
TOTAL SUPPORT COSTS OVER THREE YEARS		528,761

APPENDIX

Total Match Funding	4,500,000	
Programme Costs	528,761	
Allocation available to local authorities	£3,971,239	

The table below, based on the percentage allocation, illustrates DWP funding available, required match by Local Authorities and total value by LA over the three year programme.

	EAST DUNBARTONSHIRE	EAST RENFREWSHIRE	GLASGOW	INVERCLYDE	NORTH LANARKSHIRE	RENFREWSHIRE	SOUTH LANARKSHIRE	WEST DUNBARTONSHIRE	total
Percentage of Pilot by LA	2.54%	1.91%	48.17%	5.42%	11.56%	11.27%	13.15%	5.98%	100.00%
3 year funding available	£100,869	£75,851	£1,912,946	£215,241	£459,075	£447,559	£522,218	£237,480	£3,971,239
Match Funding (£4,500,000)	£114,300	£85,950	£2,167,650	£243,900	£520,200	£507,150	£591,750	£269,100	£4,500,000
Total Funding by Local Authority	£215,169	£161,801	£4,080,596	£459,141	£979,275	£954,709	£1,113,968	£506,580	£8,471,239

Report To:	Environment & Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director – Environment, Regeneration & Resources	Report No:	E&R/15/04/09/SJ/JH
Contact Officer:	Stuart Jamieson	Contact No:	Ext. 2402
Subject:	Town and Village Centres Environmental Improvements		

1.0 PURPOSE

- 1.1 The purpose of this report is to seek authority from Committee to procure and appoint consultant support for the Town and Village Centres Environmental Improvement initiative.

2.0 SUMMARY

- 2.1 As part of the budget setting process funds have been allocated to the Town Centre Environmental Improvements Initiative.
- 2.2 Consultant support is sought to provide baseline information on all three town centres as well as providing feasibility studies on specific interventions.

3.0 RECOMMENDATIONS

- 3.1 That Committee delegates authority to the Corporate Director, Environment Regeneration and Resources to tender and accept the most economically advantageous tender for consultant support for the Town Centre Environmental Improvements up to a value of £15,000.

Aubrey Fawcett
Corporate Director – Environment, Regeneration & Resources

4.0 BACKGROUND

- 4.1 An allocation of £300,000 has been made as part of the budget to make Environmental Improvements within Inverclyde's Town and Village Centres and is identified on the budget action plan.
- 4.2 Capacity to carry out base-lining and feasibility studies within the existing staff cohort is limited so it is felt appropriate to engage consultants to carry out this work. It is anticipated that the cost of this will be no more than £15,000.
- 4.3 The outcome of this piece of work will be presented to Committee in due course.

5.0 CURRENT POSITION

- 5.1 A specific piece of consultant support is required to support Officers in delivering the Town Centre Environmental Initiative.

6.0 IMPLICATIONS

Finance

- 6.1 Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
T&VCEI		2015/16	£15,000		

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (if Applicable)	Other Comments
N/A					

Legal

- 6.2 There are no legal implications arising from this report.

Human Resources

- 6.3 There are no HR implications arising from this report.

Equalities

- 6.4 There are no equalities implications arising from this report.

Repopulation

- 6.5 The appearance of our town centres has a significant bearing on repopulation issues.

7.0 CONSULTATIONS

7.1 None.

8.0 LIST OF BACKGROUND PAPERS

8.1 None.

Report To:	Environment & Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director – Environment, Regeneration & Resources	Report No:	E+R/15/04/06/SJ/SL
Contact Officer:	Stuart Jamieson	Contact No:	Ext. 2402
Subject:	Developing Scotland’s Young Workforce (DSYW)		

1.0 PURPOSE

- 1.1 The purpose of the report is to update the Committee on the implementation of DSYW – Scotland’s Youth Employment Strategy.

2.0 SUMMARY

- 2.1 The Commission for Developing Scotland’s Young Workforce, chaired by Sir Ian Wood, was established in January 2013 and published its final report, (Education, Working for All) in June 2014.
- 2.2 In December 2014 and as a response to the key findings of the Wood Commission, the Scottish Government published its “Scotland’s Youth Employment Strategy”.
- 2.3 The Youth Employment Strategy includes recommendations for change around the following themes:-
- 1) Schools – School curriculum that is industry focussed
 - 2) School/College – Vocational pathways to industry recognised qualifications
 - 3) College – College system focussed on employability and industry led
 - 4) Apprenticeships – Additional apprenticeship opportunities for young people
 - 5) Employers – Establish regional employer hubs to support learning and training
- 2.4 Work to roll out initiatives across all 5 themes have commenced, with ongoing discussions involving Scottish Government, COSLA, Local Authorities, Jobcentre Plus, West College Scotland, Skills Development Scotland and other relevant agencies. Appendix 1 outlines the roles and responsibilities of those organisations and lead officers within Scottish Government.
- 2.5 Appendix 2 demonstrates the current level and trend of youth unemployment in Inverclyde. The Job Seekers Allowance claimant count is the general indicator of the unemployment rate, at January 2015 there were 440 young people receiving JSA and various partners will be working with these individuals to deliver employability support.
- 2.6 Additional resources from Scottish Government have been allocated for the implementation of the Youth Employment Strategy as notified to the Council on 4th March 2015 – Inverclyde Council have been allocated an initial £86,000.00 and it is anticipated the same amount will be provided in the remaining years of the programme. Initial discussions have been held and resources will subsequently be disbursed as appropriate within the Council between Education and Economic Development or externally with the relevant Partners.

3.0 RECOMMENDATION

3.1 It is recommended that the Committee:

- a. Note the content of the report and that it will be kept updated on future implementation.

Aubrey Fawcett

Corporate Director – Environment, Regeneration & Resources

4.0 BACKGROUND

- 4.1 The Commission for Developing Scotland's Young Workforce was set up in January 2013 to consider:-
- How a quality vocational education and training system can be developed to enhance economic growth and skills development.
 - How to improve connectivity between education and the world of work.
 - How to develop an enhanced partnership between employers and education.
- 4.2 The Labour Force Survey of 2014 has identified that Youth Unemployment rates across Scotland are running at 18% - higher than the average of the working age population.
- 4.3 More than 50% of young people across Scotland do not go to University and of these very few leave school with vocational skills and qualifications that match the needs of employers.
- 4.4 The Employer Perspectives Survey (2012) identified that employers do not target the employment of young people with only 29% of employers recruiting young people from school and around 13% recruiting apprentices.
- 4.5 Against this backdrop, the recommendations of the Wood Commission were positively received and Scottish Government in June 2014 published Scotland's Youth Employment Strategy.
- 4.6 The Strategy takes the form of a 7 year work programme to develop the young workforce with a headline aim of reducing youth unemployment by 40% by 2021.
- 4.7 The Youth Employment Strategy includes recommendations for change around the following themes:-
- 1) Schools – School curriculum that is industry focussed
 - 2) School/College – Vocational pathways to industry recognised qualifications
 - 3) College – College system focussed on employability and industry led
 - 4) Apprenticeships – Additional apprenticeship opportunities for young people
 - 5) Employers – Establish regional employer hubs to support learning and training
- 4.8 As full partners in this activity, Local Authorities are essential to the implementation of the programme and additional resources will be provided. A weighted formula for distribution has been agreed between Scottish Government and COSLA based around the eligible population and figures on Youth Unemployment.
- 4.9 The implementation of the strategy provides opportunities for Organisations and Departments to develop an improved offer for young people. Equally, the strategy recognises that Local Authorities, through existing funding, are delivering a range of support to the clients, in Inverclyde this would include Opportunities For All, Activity Agreements, Future Jobs, Wage Incentives, Graduate Opportunities and general employability support.

5.0 IMPLICATIONS

- 5.1 Legal: Appropriate legal advice will be obtained before entering any agreements.
Finance: Appropriate financial advice will be obtained before entering any agreements.
Personnel: There are no HR implications in this activity.
Equality and Diversity: Programme delivery will target equality and diversity issues.

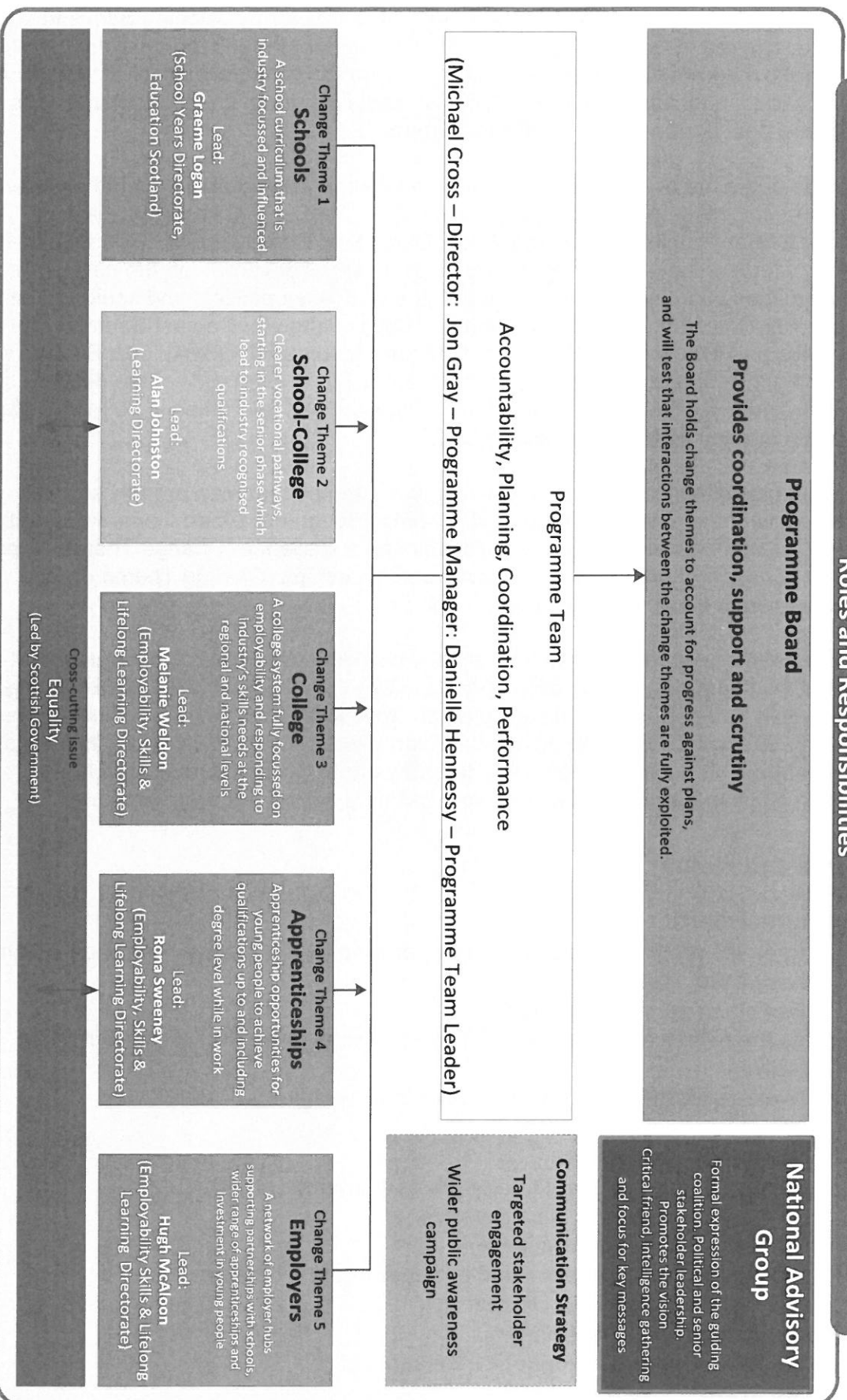
6.0 CONSULTATIONS

- 6.1 Subject to notifications either of finance or performance, further consultations will take place within and outwith the Council.

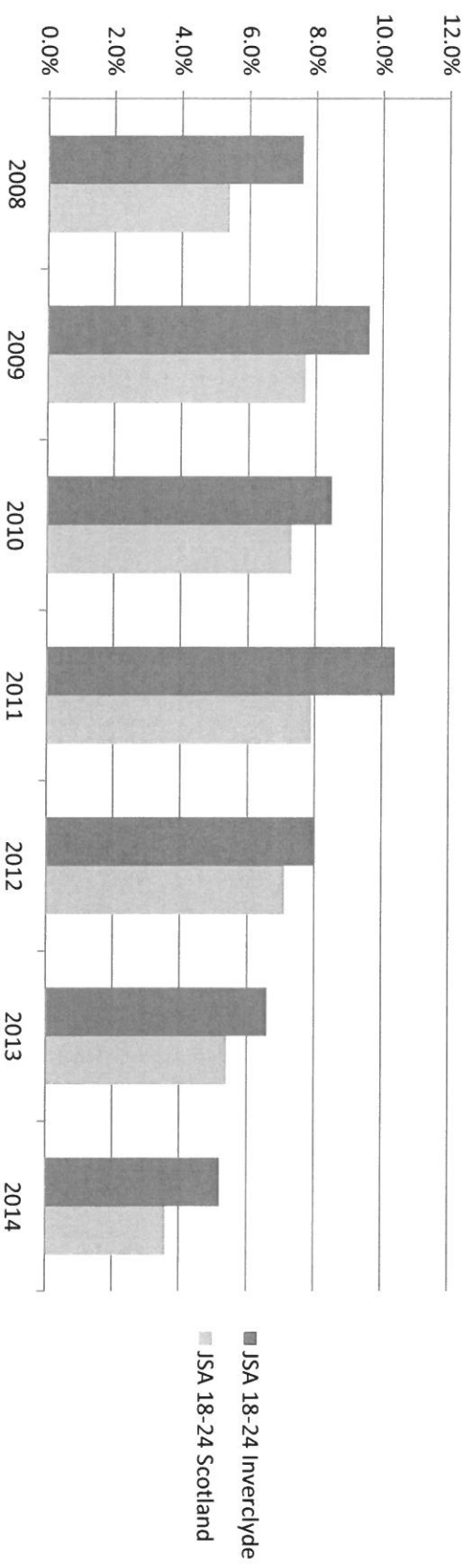
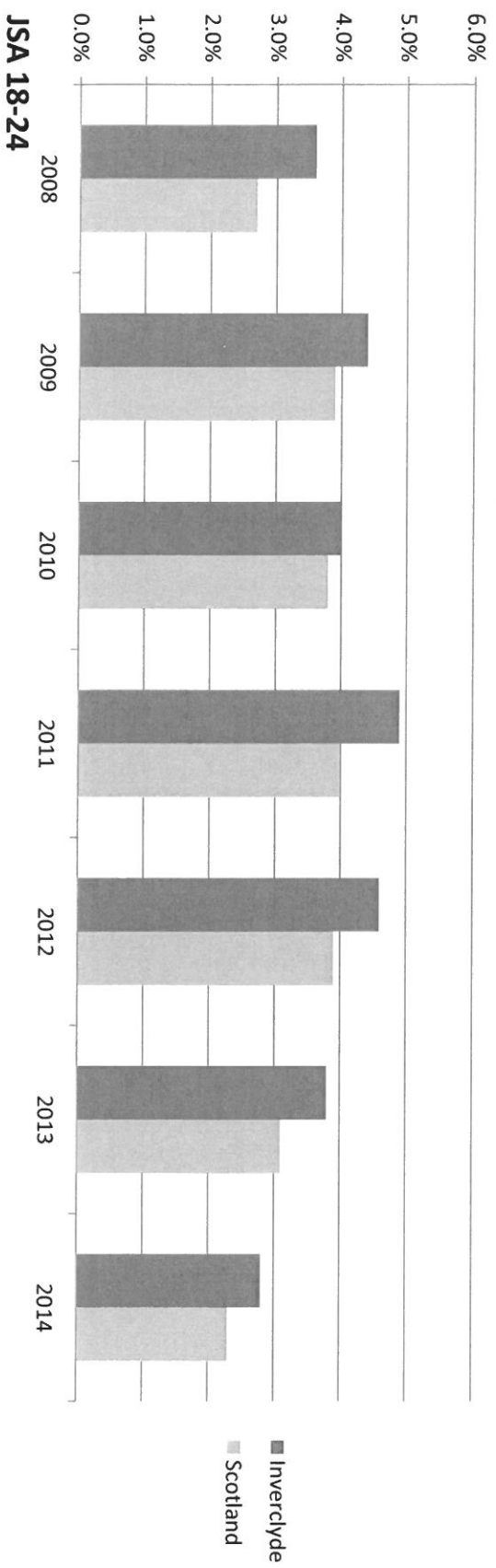
7.0 LIST OF BACKGROUND PAPERS

- 7.1 Appendix 1 – Roles and Responsibilities
Appendix 2 – Measuring Youth Unemployment

Roles and Responsibilities



Appendix 2 Rates of JSA All Ages (November of each Year)



Report To:	Environment & Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director – Environment, Regeneration & Resources	Report No:	E+R/15/04/05/SJ/SL
Contact Officer:	Stuart Jamieson	Contact No:	Ext. 2402
Subject:	Youth Employment Initiative – YEI Scotland		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide Members with an update on the Youth Employment Scotland Initiative (YEI Scotland).

2.0 SUMMARY

- 2.1 YEI Scotland is a Scottish Government Programme. The focus of YEI Scotland is to provide training opportunities for young people by providing packages of interventions to facilitate a young persons' transition to the labour market. YEI Scotland is results focused, and it is expected that young people receive a quality offer of employment, education/training, full qualification, apprenticeship or traineeship.
- 2.2 On 9th March, Inverclyde Council submitted an application for funding to deliver further youth employment initiatives under the YEI Programme – resources made available and jointly funded by Scottish Government and the European Commission.
- 2.3 The Council have bid to deliver a 3 year programme, with total project costs of £1,380,000. The budget is composed of an external grant of £920,000 and the Council is required to provide match funding of £460,000 – the latter from existing employability activity and identified resources.
- 2.4 If successful, the programme will commence in May 2015 for 3 years – delivering employability support to 300 young people aged 16-29, including advice, training, wage subsidy and employer engagement.
- 2.4 If the application is successful, Inverclyde will seek to procure service provision through Public Contracts Scotland.

3.0 RECOMMENDATIONS

- 3.1 That Committee note the progress being made with YEI Scotland.
- 3.2 That Committee note the associated finance and outputs for YEI Scotland.
- 3.3 That Committee grant delegated authority to the Corporate Director, Environment, Regeneration and Resources to receive the funding and proceed to securing service delivery through tendering for the activity on Public Contracts Scotland.

4.0 BACKGROUND

- 4.1 Tackling Youth Unemployment is a key objective of Government at all levels and is a key aim for Inverclyde – as evidenced in the Single Outcome Agreement and the Youth Employment Activity Plan.
- 4.2 In 2014, Scottish Government announced that they were providing additional resources to tackle youth employment issues through a joint package of Scottish Government and European funding. A total of £40m was made available, to be channelled through Local Authorities and subject to rigorous application procedures.
- 4.3 In January 2015, notional allocations by Local Authority areas were issued and Councils were invited to bid in for funding by the closing date in March 2015.
- 4.4 Inverclyde Council submitted an application to deliver support to 300 young people over the 3 years of the programme – with a range of support and services to enable positive transitions and progressions in the labour market.
- 4.5 The YEI programme will deliver to a specific cohort of young people, a range of options from engagement, learning, participation and progression – tailored to the needs of individual clients. Clients will benefit from detailed assessment of needs, support with removal of barriers, access to training, work experience and support to progress to positive outcomes in employment, training, education or traineeship.
- 4.6 The programme provides complementary services to the mainstream ESF provision to Inverclyde's Employability Pipeline, the funding for YEI will enable an enhanced package of support and opportunities for young people in Inverclyde, replace activity previously delivered in successfully piloted programmes under the Youth Employment Scotland Fund (YESF), and provide specific support to clients that Inverclyde Council funding alone would not be able to provide.
- 4.7 Scottish Government has not put a specific timescale on responses to Local Authorities, but it is anticipated that the response will be urgent given the stage of the funding and at that point Inverclyde Council will move quickly to implementation.

5.0 CURRENT POSITION

- 5.1 Good progress has been made, the funding application has been submitted and the Council awaits feedback from Scottish Government before moving to implementation – should the application be successful.

6.0 IMPLICATIONS

Finance

6.1 Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A	Employability	2015-2018	£120,000.		Employability budget – match funding.

Legal

6.2 There are no legal implications arising from this report.

Human Resources

6.3 There are no HR implications arising from this report.

Equalities

6.4 There are no equalities implications arising from this report, other than to highlight that the service provision will facilitate diversity and equality in recruitment.

Repopulation

6.5 The allocation of £980,000 and the delivery of the agreed workstreams will provide key information in respect of the initiatives the Council can undertake to invest in to reverse the population decline and begin to grow Inverclyde's population. It is recognised, however, there is no quick fix to this issue and continued investment in the most successful initiatives will be required to ensure continued progress.

7.0 CONSULTATIONS

7.1 This activity has been discussed with the Inverclyde Regeneration and Employability Group.

8.0 LIST OF BACKGROUND PAPERS

8.1 None

Report To:	Environment & Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director – Environment, Regeneration & Resources	Report No:	E&R/15/04/8/SJ/JH
Contact Officer:	Stuart Jamieson	Contact No:	Ext. 2402
Subject:	Repopulation Outcome Delivery Group – Redistribution of Funds and Update on Progress as at March 2015		

1.0 PURPOSE

- 1.1 The purpose of this report is to update Committee in respect of the work of the Repopulation Outcome Delivery Group (ODG). The report also informs Committee of the total surplus funds available in the Repopulation budget and seeks delegated authority to revise the budget profile.

2.0 SUMMARY

- 2.1 The Policy & Resources Committee allocated £1 million towards initiatives to help arrest the depopulation of the area and to attract individuals to relocate to Inverclyde.
- 2.2 As part of the recent budget exercise there has been a reduction of this funding of £20,000. As such there is now £980,000 to be allocated against appropriate initiatives.
- 2.3 The Repopulation ODG is currently chaired by the Corporate Director Environment, Regeneration & Resources and meets on an approximately 6 week basis. The Group receives updates from Lead Officers and has wide representation from Community Planning Partners.
- 2.4 The main areas of progress to highlight to Committee are:
- a) Twenty two Council Tax discount and Relocation package applications have been approved. There are a number of applications pending and targets have been exceeded.
 - b) Further research is being undertaken looking at opportunities for mid-market rent.
 - c) A feasibility study was commissioned by ri, supported by Scottish Enterprise. One of the recommendations will be delivered on April 2nd is a workshop for locally based businesses on the theme of 'Growing Your Business Through Cruise Liners'. The workshop aims to inspire, uplift and provide tangible benefits for suitably capable and ambitious local companies.
- 2.5 Despite concerted efforts there has not been the anticipated take-up in respect of the Graduate Entry Programme whereby local businesses were provided with a financial incentive to attract graduates from outwith the area. This has resulted in an underspend in this activity.
- 2.6 A funding surplus of £88,500 was therefore identified from the Graduate Entry Programme for re-distribution. The Outcome Delivery Group (ODG) was therefore invited to submit proposals for new or existing projects that would support the Repopulation agenda.

2.7 Seven bids were received totalling £301,300. These included:

- An extension to the existing Relocation Package;
- A Support Package for West College Scotland Graduates/Leavers;
- Promotion of CVS Inverclyde Life Website;
- Funding for Young People's Conference;
- Support for Arts Engagement and a Festival;
- Support for Queen Mary 2 Celebrations;
- Extension of Self Build Plots at Kilmacolm;
- Wider Housing Market Study.

2.8 These proposals were considered by both the current and future Chair of the ODG. As not all can be funded, they recommend the following proposals and revised budget profile at Section 2.9.

Proposal	Cost
2 additional participants in existing Graduate Programme 2015/16 at approximately £8,600 each	£17,200
12 additional Council Tax Discounts for 2 years at £500 per annum	£12,000
12 additional Relocation Packages for new migrants at £3,000	£36,000
6 months extension to post of Relocation Officer	£17,300
Ekosgen Housing Study	£6,000
Total	£88,500

3.0 RECOMMENDATIONS

- 3.1 That Committee note the progress being made in respect of promoting Inverclyde and developing strategies to repopulate the area.
- 3.2 That Committee note the budget reduction of £20,000.
- 3.3 That Committee grant delegated authority to the Corporate Director, Environment, Regeneration and Resources to revise the budget profile and redistribute the surplus funds.

Aubrey Fawcett
Corporate Director – Environment, Regeneration & Resources

4.0 BACKGROUND

- 4.1 Repopulation has been identified as a key priority for the Council and its partners and was therefore afforded a specific outcome within the Single Outcome Agreement.
- 4.2 The Repopulation ODG is currently chaired by the Corporate Director Environment, Regeneration & Resources and includes membership from a number of Council Services in addition to River Clyde Homes, West College Scotland, Police Scotland, Oaktree Housing Association and CVS. Going forward, Kevin Scarlett, Chief Executive of River Clyde Homes will take over as Chair of the Repopulation ODG.
- 4.3 A budget of £1 million was originally allocated by the Policy & Resources Committee to this initiative with the funding spread over the workstreams. As part of the recent budget exercise this has been reduced to £980,000.

5.0 CURRENT POSITION

- 5.1 Good progress has been made and Committee is asked to note the following progress since the last report to Committee in September 2014.

a) Relocation Support Grants

Twenty two applications for support with Council Tax discount and Relocation Packages approved to date with several pending. Of those who have relocated:

- Most of the households consist of 2 people with 7 households having children of school age;
- The majority relocated to Gourock followed by Kilmacolm then Inverkip;
- Most people relocated from Glasgow followed by England;
- 6 households have a person employed in Inverclyde, 5 households have a person employed in the Glasgow area.

b) Sites for Self Build

RI submitted a planning application for land at Leperstone Avenue, Kilmacolm. Extensive vegetation has been cleared in advance of the planning application being approved. Consultation has taken place with the community. Preventative work has been carried out on site to prevent animals nesting.

c) Mid Market Housing & Other Housing Related Opportunities

Following the Mid Market Rent Report, additional activity is being pursued with a Broomhill focus. Ekosgen have been commissioned to research further opportunities for mid-market rent, engaging with focus groups etc. A working group has now been established in Broomhill to co-ordinate activity.

Housing Options Guide: Short Life Working Group now formed to pursue this.

d) Grants to Local Businesses

Further progress has been made in awarding grants to businesses for Marketing; Informal Training; Start-ups and for Young Company Development with anticipated increase in activity towards the end of the financial year.

e) Promotional Campaign

Roads have engaged with Transport Scotland regarding new entrance way signage for which detailed drawings will be undertaken.

News of cruise ship passengers hitting 100,000 in number will allow for joint promotion between Inverclyde Council and Peel Ports.

'Inverclyde Living' featured in a new magazine produced by The Herald and Evening Times, 'Family Focus Scotland'. Inverclyde was featured across four pages and trailed on the front page of the magazine which is distributed across the country and also inside the Evening Times newspaper.

Plans are being developed to hold an in-station promotion at Central Station in Glasgow to target rush hour commuters. Additional print and online promotional opportunities with property media will be planned on the same day.

f) Additional Express Trains

Enhanced service now running from Gourock and additional early morning train on the Wemyss Bay line.

g) Tourism Business Liaison

A three year Service Level Agreement between Inverclyde Council and Riverside Inverclyde was signed in August 2014 to support the development of tourism businesses in Inverclyde. To trigger its delivery against the SLA, Riverside Inverclyde partnered with Scottish Enterprise's tourism intelligence service to best utilise and learn from a prime national source and perspective. A feasibility study was commissioned, supported by Scottish Enterprise. One of the recommendations will be delivered on April 2nd as a workshop for locally based businesses on the theme of 'Growing Your Business Through Cruise Liners'. The workshop aims to inspire, uplift and provide tangible benefits for suitably capable and ambitious local companies. The workshop has been endorsed by Scottish Enterprise, VisitScotland, Inverclyde Council, Discover Inverclyde, Greenock Chamber of Commerce, the Local Area Tourism Partnership and the Inverclyde Tourist Group.

6.0 IMPLICATIONS

Finance

6.1 The overall position of phasing and expenditure in respect of the repopulation initiative is shown in Appendix 1.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (if Applicable)	Other Comments
N/A					

Legal

6.2 There are no legal implications arising from this report.

Human Resources

6.3 There are no HR implications arising from this report.

Equalities

6.4 There are no equalities implications arising from this report.

Repopulation

6.5 The allocation of £980,000 and the delivery of the agreed workstreams will provide key information in respect of the initiatives the Council can undertake to invest in to reverse the population decline and begin to grow Inverclyde's population. It is recognised, however, there is no quick fix to this issue and continued investment in the most successful initiatives will be required to ensure continued progress.

7.0 CONSULTATIONS

7.1 This report has been prepared in consultation with the Repopulation Outcome Delivery Group.

8.0 LIST OF BACKGROUND PAPERS

8.1 None

Appendix 1

Repopulation Outcome Projected Spend

<u>Project</u>	<u>2013/14</u> <u>Spend £000</u>	<u>2014/15</u> <u>Projected</u> <u>Spend £000</u>	<u>2015/16</u> <u>Projected</u> <u>Spend £000</u>	<u>2016/17</u> <u>Projected</u> <u>Spend £000</u>	<u>Total</u> <u>Spend</u> <u>£000</u>
Assistance with Council Tax	0	11	25	6	42
Mid-Market Housing Initiatives	8	9	14	0	31
Graduate Entry Programme	3	10	37	0	50
Ongoing Business Support	41	47	12	0	100
Development of Tourism	0	25	75	50	150
Relocation Service	3	79	103	32	217
Self-Build Housing	0	23	227	0	250
Promotional Campaign	59	51	30	0	140
	<u>114</u>	<u>255</u>	<u>523</u>	<u>88</u>	<u>980</u>

Report To:	Environment and Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director, Environment, Regeneration and Resources	Report No:	E+R/15/04/07/SJ/RG
Contact Officer:	Stuart W Jamieson	Contact No:	01475 712491
Subject:	Local Development Plan (2014) - Proposed Planning Guidance on Developer Contributions		

1.0 PURPOSE

- 1.1 To advise Members of the preparation of Planning Guidance on Developer Contributions and seek Committee approval for the proposed guidance to be adopted as non-statutory guidance to the Local Development Plan 2014 (LDP).

2.0 SUMMARY

- 2.1 Developer contributions facilitate new development by ensuring that the cost of providing any infrastructure and/or mitigation measures needed to approve development is paid by the developer/landowner.
- 2.2 The Inverclyde Local Development Plan 2014 and associated Supplementary Guidance provides the local policy context for developer contributions to be sought in a number of areas, including affordable housing.
- 2.3 This Planning Guidance (refer to Annex 1) has been prepared as it provides the scope to bring together the developer contribution requirements identified in the Plan and set out the methodology for calculating contribution levels and the process for securing and managing contributions. This will enable the Regeneration and Planning Service to adopt a consistent and transparent approach to this issue and allow developers to be aware of potential contributions.
- 2.4 The preparation of the proposed Planning Guidance accords with Scottish Government Circular 6/2003 'Development Planning', which enables Planning Authorities to adopt non-statutory planning guidance on a range of issues and allows this guidance to be a material consideration in decision making.
- 2.5 Circular 6/2003 does not require planning guidance to go through the same statutory procedures as Supplementary Guidance, where permission is required from the Scottish Government. The proposed guidance can therefore be adopted once approved by the Council.
- 2.6 This report provides information on the preparation and content of the proposed Planning Guidance and the process for adoption.

3.0 RECOMMENDATIONS

- 3.1 That the Committee approve the adoption of the proposed Planning Guidance on Developer Contributions as non-statutory guidance to the Local Development Plan (2014).

Aubrey Fawcett

Corporate Director, Environment, Regeneration and Resources

4.0 BACKGROUND

- 4.1 While new development can deliver significant benefits, including the provision of new housing and jobs, it can also place additional pressure and have adverse impacts on existing resources and infrastructure, such as the transport network. In light of this, the Scottish Government has emphasised the need to plan more effectively for the provision of infrastructure which is required to support new development.
- 4.2 Developer contributions is an accepted and widely used planning tool for ensuring that the cost of providing the infrastructure and/or mitigation measures needed to support development is, as far as practicable, paid by the developer/landowner, not local authorities or other public service providers. The use of developer contributions therefore seeks to facilitate development, not inhibit it.
- 4.3 Scottish Planning Policy 2014 (SPP) notes that developer contributions may be appropriate in relation to affordable housing and transport infrastructure.
- 4.4 Circular 3/2012 'Planning Obligations and Good Neighbour Agreements' states that "*the development plan should be the point at which consideration of the potential need for and use of, planning obligations [i.e. developer contributions] begins*".
- 4.5 In line with SPP and Circular 3/2012, the Inverclyde Local Development Plan 2014 states that developer contributions may be sought for affordable housing (Policy RES4) transport infrastructure (Policy TRA4) and replacement open space (Policy ENV5), subject to the criteria provided in the policies. While not explicitly stated in the LDP, developer contributions may also be required to secure off-site provision of new open space, or replacement green network, where policy requirements cannot be met on-site.
- 4.6 Developer contributions can take a variety of forms, including financial or other "in-kind" payments, and are typically secured through planning conditions or an appropriate legal agreement, e.g. planning obligation.
- 4.7 Circular 6/2003 Development Planning states that Planning Authorities may "*issue non-statutory planning guidance to provide detail on a range of subject areas*". While the Circular makes it clear that Planning Guidance is non-statutory and therefore distinct from Supplementary Guidance, it notes that adopted Planning Guidance may be a material consideration in decision making, i.e. the determination of planning applications.

5.0 PROPOSALS

- 5.1 This proposed Planning Guidance has been prepared to enable the Council's Regeneration and Planning Service to adopt a consistent and transparent approach to developer contributions and allow developers to be aware of potential contributions and the process for negotiating and securing them.
- 5.2 The guidance brings together the developer contribution requirements identified in the Plan (see para 4.5 above) and provides the criteria for assessing when contributions will be required and the methodology for calculating contribution levels. The guidance also sets out the process for identifying, negotiating, securing and managing contributions, including the role of pre-application discussions and the preparation of legal agreements.
- 5.3 The guidance includes a number of guiding principles which have been adapted from Circular 3/2012 'Planning Obligations and Good Neighbour Agreements'. These include the need for developer contributions to fairly and reasonably relate in scale and kind to the proposed development and be necessary to make the proposal acceptable in planning terms.
- 5.4 In line with Circular 3/2012, the proposed Planning Guidance takes account of the impact

which developer contributions may have on the viability of a development by providing the opportunity for applicants to seek phased payment of contributions. Where the impact of a contribution cannot be alleviated through phased payments, the guidance places the onus on the developer to demonstrate the negative impact that a contribution would have on the viability of a development through submission of a development appraisal.

- 5.5 It should be noted that the proposed guidance does not provide exact levels and costs of developer contributions as these can only be identified at the development management stage.
- 5.6 While not related to a statutory requirement, section 7 of the Planning Guidance encourages developers to engage with the Council’s Economic Development teams and make a non-financial contribution by promoting the local supply chain and employability.
- 5.7 Circular 6/2003 states that authorities “*may also issue non-statutory planning guidance without going through the procedures for Supplementary Guidance*”. In light of this, the proposed Planning Guidance does not require permission from the Scottish Government to adopt, and can be adopted once approved by the Council.

6.0 IMPLICATIONS

Finance

- 6.1 There are none arising directly from this report.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if Applicable)	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Legal

- 6.2 There are none arising from this report that have not already been covered.

Human Resources

- 6.3 There are none arising directly from this report.

Equalities

- 6.4 There are none arising directly from this report.

Repopulation

- 6.5 There are none arising directly from this report.

7.0 CONSULTATIONS

- 7.1 **Chief Financial Officer:** no requirement to comment.
- 7.2 **Head of Legal and Property Services:** Legal and Property Services were consulted and comments incorporated into the Planning Guidance.
- 7.3 **Head of Organisational Development, HR and Communications:** no requirement to comment.

8.0 LIST OF BACKGROUND PAPERS

- 8.1 Inverclyde Local Development Plan (2014)

Attachments

Annex 1: Local Development Plan (2014) Planning Guidance on Developer Contributions

Annex 1

Local Development Plan 2014 - Planning Guidance on Developer Contributions

1 Introduction

- 1.1 Inverclyde Council is open for business and seeks to attract development and continue to promote Inverclyde as a sustainable area. While new development will deliver significant benefits; including the provision of new homes and jobs, it can also place additional pressure and have adverse impacts on existing resources and infrastructure, such as Affordable Housing provision and the Transport Network. In light of this, the Scottish Government have emphasised the need to plan more effectively for the provision of infrastructure required to facilitate new development. To achieve this, the Council's Regeneration and Planning Service will, where required, seek reasonable and appropriate 'developer contributions' towards the provision of any infrastructure and/or mitigation measures necessary to facilitate new development. This will be done in tandem with the development management process.
- 1.2 Developer contributions will be sought on the premise that the cost of providing the infrastructure and/or mitigation measures needed to facilitate new development, should, as far as practicable, be paid by the developer, not the Council or other public service providers.
- 1.3 It is important to note that contributions will not be sought to resolve existing infrastructure needs as these are not the direct result of new development. In addition, contributions will not be used to justify the approval of a development proposal that contravenes planning policy and is unacceptable on planning grounds.
- 1.4 Developer contributions are not unique to Inverclyde and are sought by most local authorities, in line with Scottish Government policy. They are also widely accepted by the development industry as constituting a legitimate and necessary development cost, which is typically factored into their development appraisals as a matter of course.
- 1.5 This planning guidance sets out the criteria for assessing when developer contributions will be required and the methodology for calculating the level of contribution. It also sets out the process for identifying, negotiating, securing and managing contributions. The guidance is intended to enable the Council's Regeneration and Planning Service to adopt a consistent and transparent approach to this issue and allow developers to be aware of potential contributions.
- 1.6 While this planning guidance is non-statutory, Scottish Government Circular 6/2013 'Development Planning' states that non-statutory guidance can be a material consideration in decision making, i.e. the determination of planning applications.
- 1.7 This guidance is aimed at:
 - Developers/landowners considering new projects
 - Communities and interest groups considering the impact of development on local infrastructure and resources
 - The Regeneration and Planning Service and Councillors, who will assess and determine planning applications
- 1.8 The guidance is structured as follows:
 - Section 2.0 provides background information, including a definition of developer contributions, the legislative framework and planning policy context. This section also outlines the scope of the advice.

- Section 3.0 sets out the principles to be followed when using planning obligations, or other legal agreements, to secure developer contributions
- Section 4.0 details the criteria for assessing when developer contributions identified in the adopted Inverclyde Local Development 2014 (LDP) will be required and the methodology for calculating the level of contribution.
- Section 5.0 sets out how any adverse impacts on development viability may be addressed during negotiation and the preparation of legal agreements.
- Section 6.0 outlines the process by which the Regeneration and Planning Service will identify, negotiate, secure and manage developer contributions, including pre-application discussions and the preparation of legal agreements.
- Section 7.0 provides information on how new development can make a contribution to the Council's Economic and Social objectives, i.e. by promoting employability and the local supply chain.

2.0 Background

What are Developer Contributions?

- 2.1 Developer contributions facilitate new development by ensuring that the cost of providing any infrastructure and/or mitigation measures needed to support development is paid by the developer. Scottish Government Circular 3/2012 'Planning Obligations and Good Neighbour Agreements' states that planning obligations, which are used to secure developer contributions, *"have a limited, but useful, role to play in the development management process where they can be used to overcome obstacles to the grant of planning permission"*. In light of the above, developer contributions should be viewed as a mechanism for facilitating development, not inhibiting it.
- 2.2 Contributions can be provided in a number of ways, including financial or other "in-kind" payments, and are typically secured through planning conditions or an appropriate legal agreement, e.g. planning obligation.

Legal Framework

- 2.3 The Council has powers to regulate planning matters, including the provision of developer contributions, by entering into legally binding agreements under a number of statutes. These include the Local Government (Scotland) Act 1973, the Countryside (Scotland) Act 1967, the Sewerage (Scotland) Act 1986, the Roads (Scotland) Act 1984 and under Section 75 of the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc. (Scotland) Act 2006.

Policy Context

- 2.4 This planning guidance is framed within the context of Scottish Government Circular 3/2012 Planning Obligations and Good Neighbour Agreements, Scottish Planning Policy (2014), the Glasgow and the Clyde Valley Strategic Development Plan 2012 (GCV SDP) and the LDP.
- 2.5 Scottish Government Circular 3/2012 'Planning Obligations and Good Neighbour Agreements' sets out the circumstances in which planning obligations, i.e. Section 75 legal agreements, can be used to secure developer contributions and how they can be concluded efficiently.
- 2.6 The Circular states that:
- "Broad principles, including the items for which contributions will be sought and the occasions when they will be sought, should be set out in the SDP or LDP, where they will have been subject to scrutiny at examination" (para 32),
 - "Where the potential need for an obligation emerges during the development management process, planning authorities should assess the case against the guidance in this circular and inform the applicant as soon as practicable" (para 31).

- “Planning authorities should promote obligations in strict compliance with the policy provided in the Circular” (para 2). Please note that these tests are discussed in more detail in para 3.2-3.3 of this planning guidance, where they are adopted as guiding principles.
- “Consideration should be given to the economic viability of proposals and alternative solutions considered alongside options of phasing or staging payments” (para 2). This is discussed in more detail in para 5.4 of this planning advice.

2.7 *Scottish Planning Policy (2014)* refers to two circumstances where it may be appropriate to seek developer contributions, stating that:

- *“Plans should identify any expected developer contributions towards delivery of affordable housing.... Planning authorities should consider the level of affordable housing contribution which is likely to be deliverable in the current economic climate, as part of a viable housing development. The level of affordable housing required as a contribution within a market site should generally be no more than 25% of the total number of houses”* (paragraph 129).
- *“Development plans should identify any required new transport infrastructure or public transport services, including cycle and pedestrian routes, trunk road and rail infrastructure. Plans and associated documents, such as supplementary guidance and the action programme, should indicate how new infrastructure or services are to be delivered and phased, and how and by whom any developer contributions will be made. Where public transport services required to serve a new development cannot be provided commercially, a contribution from the developer towards an agreed level of service may be appropriate”* (paragraph 275).

2.8 The SDP updated affordable housing policy at the strategic level. This approach led to an evidence base (GCV HMP Housing Need and Demand Assessment 2011) which justified the introduction of an affordable housing policy in the LDP. In addition, the GCV SDP’s ‘Sustainable Location Assessment’ criterion supports the provision of sustainable transport infrastructure, including sustainable access and active travel, appropriate public transport access and future public transport services.

2.9 The LDP and associated Supplementary Guidance provide a local planning policy context for developer contributions to be sought in Inverclyde. From an early stage in the preparation of the LDP, the Council worked in close partnership with a wide range of internal and external agencies to establish the infrastructure requirements needed to facilitate the development opportunities identified in the Plan. In light of these discussions, and taking account of the wider national and regional policy context, the LDP has identified that developer contributions can be sought for ‘affordable housing’ (Policy RES4), ‘transport infrastructure’ (Policy TRA4) and replacement open space (Policy ENV5). The policy criteria for assessing when these developer contributions will be required are set out below.

Policy RES4 - Provision of Affordable Housing (page 46 in the LDP)

“Residential developments of 20 or more dwellings on the prescribed sites in Schedule 6.1 will require developers to contribute towards meeting the affordable housing requirements identified in the Glasgow and the Clyde Valley Housing Need and Demand Assessment for Inverclyde. Provision is to be delivered by developers in accordance with Supplementary Guidance on Affordable Housing Provision through the following means:

- (a) a benchmark of 25% Affordable Housing Contribution or another agreed percentage on specified ‘quota sites’; or failing that and in exceptional circumstances:

 - (i) off-site provision within the same HMA/HNDA sub area; or*
 - (ii) commuted payments in lieu of on- or off-site provision;**
- (b) allocated Registered Social Landlord sites in the effective land supply; and*
- (c) Greenfield land release for a negotiated Affordable Housing Contribution, subject to assessment in accordance with the GCV SDP Strategy Support Measure 10 and Policy RES3”.*

Policy RES4 is accompanied by **Supplementary Guidance on Affordable Housing Provision**, which states, amongst other things, that:

- *“The approach that will be taken in Inverclyde is to seek the provision of affordable housing through Policy RES4 on a selective but consistent basis, on sites identified in Schedule 6.1 of the LDP and where applicable, on all new (‘windfall’) sites that emerge over the plan period”. (para 6.2 of the SG).*
- *“In certain circumstances, for example where there is an outstanding need to meet the affordable housing requirement in the same Housing Market Area, or Local Housing Strategy (LHS) Sub Area, such as Kilmacolm, sites with a capacity of less than 20 may be required to provide a ‘quota’, to be negotiated along with consideration also, as an alternative, of off-site provision or a commuted payment. The quantity of houses provided elsewhere or the commuted sum in such cases should be at least equal in value to the provision that would have been made on-site if this were possible’ (para 5.7). It is also expected that developers will comply with the Council’s advice that the ‘affordable quota’ on sites in this Sub Area (i.e. Kilmacolm and Quarriers village) should be more than the ‘benchmark 25%’. The quota agreed will be part of the pre-application negotiation in advance of the submission of a planning application in accordance with this SG” (para 4.15).*
- *“In Greenfield locations, outwith the urban area not identified in the Local Development Plan, where sites are promoted on the basis of an affordable housing requirement, and where this requirement is fully demonstrated and accepted by the Council and considered acceptable in planning policy terms, 100% affordable housing provision will be sought on these sites. This is in accordance with GCV SDP Strategy Support Measure No.10, unless the proposal is associated with the restructuring of an adjoining residential area identified for renewal in the Local Development Plan. In the latter case, the Council will seek to reach an agreement with the developer to reduce the contribution in terms of serviced land and the provision of a lesser number of completed units, having regard to the adjoining area undergoing renewal” (para 5.5)*

Policy ENV5 - Securing Open Space by Planning Agreements (extract from ENV5, page 70 in the LDP)

“Where it is proposed to grant planning permission for a development that would involve the loss of formal, active open space or other recreational facility, the Council will seek to secure suitable alternative provision at another nearby location, where necessary through an agreement under Section 75 of the Town and Country Planning (Scotland) Act, 1997”.

Policy TRA4 – Developer Contributions (page 35 in the LDP)

“Inverclyde Council, as Planning Authority, will, as appropriate, seek contributions from the developer towards pedestrian, cycle, public transport and road improvements, which have been identified as necessary through an associated transport assessment. Where new trunk road infrastructure is required, this should be provided by the developer”.

2.10 In addition to the above, Policy ENV3 ‘Safeguarding and Enhancing the Green Network’ and the Supplementary Guidance documents on the Green Network and Planning Application Advice Notes include requirements for alternative green network and new open space provision (see below). Where these requirements can only be met off-site, a developer contribution may be required to secure provision.

Policy ENV3 – Safeguarding and Enhancing the Green Network (extract from ENV3, page 69 in the LDP)

“Where development proposals would encroach upon or undermine the green network, alternative routes and green space will be expected to be provided or enabled”.

Supplementary Guidance on the Green Network (extracts from page 14 of the SG)

“Proposals which would result in the loss or fragmentation of existing Green Network components will only be supported if they contain mitigation measures to replace or enhance the existing provision”.

“Development of more than 10 houses shall require to contribute to the protection or enhancement of the Green Network. Other types of development will also require to address the Green Network depending upon their scale, location and nature. This will be at the discretion of the Development Management team”.

Supplementary Guidance on Planning Application Advice Notes (PAAN's) (Note No.3)

Note No.3 addresses private and public open space provision in new residential development and, amongst other things, states that:

“Public open space should be provided at the indicative ratio of 1.64 ha per 1000 population..... It will be the responsibility of the developer to equip the play areas. Children's play areas and kick about areas should comprise 0.32 ha per 1000 population”.

Scope of Planning Guidance

- 2.11 This planning guidance will apply, where appropriate, to development opportunities identified in the LDP and windfall sites, subject to the thresholds set for affordable housing contributions (see Policy RES4 on page 4 of this guidance) and open space provision (see para 4.18 of this guidance).
- 2.12 While this planning guidance is non-statutory, Circular 6/2013 'Development Planning' states that a Council's 'adoption of it [non-statutory guidance] will give it a degree of authorisation and it may be a material consideration in decision making' (para 148). Where applicable, it is considered that significant material weight should be given to this guidance as it relates to the implementation of statutory requirements in the LDP and associated supplementary guidance.
- 2.13 This planning guidance focuses on developer contributions which are identified in the LDP. While Circular 3/2012 *Planning Obligations and Good Neighbour Agreements* enables contributions to be sought to overcome or mitigate unforeseen impacts arising at the development management stage (i.e. damaging impacts on the environment and/or local amenity), these 'potential' contributions are not addressed by this guidance as they cannot be foreseen at this stage. It is considered more appropriate to use the criteria set out in Circular 3/2012 'Planning Obligations and Good Neighbour Agreements' to identify and assess contributions as and when the need arises at the development management stage.
- 2.14 It is important to note that during the preparation of the LDP, the Regeneration and Planning Service, in consultation with other relevant Council services, determined that no further education or community facility provision was required to support the scale of development identified in the LDP and the level of windfall development that can reasonably be expected over the Plan period. In light of this, developer contributions are not required towards educational and community facility provision.
- 2.15 It should be noted that the exact level and cost of developer contributions will be identified at the development management stage.
- 2.16 Developer contributions can be secured through planning conditions, planning obligations or other appropriate legal agreement. It is considered that the type of contributions which can be secured by planning condition, and the process for doing so, is well established and does not require further guidance. This planning guidance will therefore focus on those developer contributions which require a legal agreement.

2.17 While not related to a statutory requirement, section 7 encourages developers, during the negotiation of a legal agreement, to use the Council's Economic Development teams to make a non-financial contribution by promoting employability and the local supply chain.

3.0 Guiding Principles

3.1 As mentioned above, Circular 3/2012 Planning Obligations and Good Neighbour Agreements sets out a number of policy tests for determining when a planning obligation will be appropriate. For the purpose of this planning guidance, these tests have been adapted into the guiding principles set out below. In order to comply with the Circular, these principles should be followed when developer contributions need to be secured through a planning obligation. As far as practicable, these principles should also be followed when securing contributions through other appropriate legal agreements.

3.2 A planning obligation should:

- be necessary to make the proposed development acceptable in planning terms
- serve a planning purpose and, where it is possible to identify infrastructure provision requirements in advance, relate to the LDP
- relate to the proposed development, either as a direct consequence of the development or arising from the cumulative impact of development in the area
- fairly and reasonably relate in scale and kind to the proposed development
- be reasonable in all other respects

3.3 A planning obligation will generally only be appropriate when:

- it is, as opposed to (planning) conditions, necessary to enable a development to go ahead
- in the case of financial payments, these contribute to the cost of providing necessary facilities required as a consequence of, or in connection with, the development in the near future
- it is so directly related to the regulation of the proposed development that it should not be permitted without it
- the obligation will mitigate the loss of, or impact upon, any amenity or resource present on the site prior to the development.

3.4 The following general principles should also be followed:

- **Developer contributions** will not be used to resolve existing deficiencies in infrastructure provision or to secure developer contributions to the achievement of wider planning objectives, which are not strictly necessary to allow permission to be granted for the particular development.
- **Each development proposal** will be assessed individually and on its merits as to whether a development contribution will be required.
- **Equity** - Developer contributions will be determined in a consistent, equitable and transparent manner, in line with the relevant LDP policies, this planning guidance and Circular 3/2012.
- The Council will always base decisions on infrastructure requirements on the **best available information**.

4.0 Methodology for Identifying and Calculating Developer Contributions

Inverclyde Local Development Plan 2014 and associated Supplementary Guidance

Affordable Housing

4.1 The level and location of affordable housing contributions is set out in Policy RES4 and Schedule 6.1 of the LDP, and the associated Supplementary Guidance (page 3 & 4 of this planning guidance). It should be noted that in addition to the sites identified in Schedule 6.1, contributions may, where

applicable, be sought on all windfall sites that emerge over the plan period, in line with the Supplementary Guidance.

4.2 In accordance with the Supplementary Guidance, the Council will seek to secure affordable housing contributions through one or more of the following mechanisms:

- Site-specific provision (including the 'Quota' approach)
- Off-Site provision
- Commuted Sum

4.3 Given that a planning obligation or other legal agreement will usually be required to secure the provision of these contributions, information on when each contribution may be appropriate and how it will be calculated is set out below. It is important that this information is read in conjunction with the Supplementary Guidance on Affordable Housing Provision, as the SG provides the context, reasoning and justification for the approach taken and details the geographical distribution of affordable housing provision/requirements, and tenures, dwelling types and sizes.

On-Site Provision

4.4 The Council's preferred approach to meeting affordable housing needs is through on-site provision. The Council will assess the requirement for on-site contributions on those sites identified in Schedule 6.1 of the LDP that have capacity for 20 or more dwellings, when calculated at a density of 30 units per hectare. Applicable sites will be those brought forward from the adopted Inverclyde Local Plan (2005) that do not have the benefit of planning permission for housing development and, those new sites allocated in the LDP. In considering planning applications for developments that would provide a smaller number of units at this density, the Council will assess whether adjoining land has a realistic opportunity of being developed for residential purposes, and therefore whether a contribution should be sought in relation to the total combined development.

4.5 It should be noted that Policy RES4 does not apply to sites with the benefit of an extant planning permission for residential development, although where a permission is revised or renewed resulting in an increase in the number of dwelling units of 20 or more, the policy will apply and relate to the additional number of units on the site.

Quota' approach

4.6 The Council's preferred approach to on-site provision is to seek a percentage contribution on 'quota sites', as identified in Schedule 6.1 of the LDP. The use of the 'quota' approach will also apply to relevant new sites, and revisions to extant permissions that increase the total number of dwelling units that come forward during the plan period, particularly in the Greenock and Port Glasgow Waterfront areas, Gourock, Greenock West End, Inverkip, Wemyss Bay, Kilmacolm and Quarriers village.

4.7 The contribution from a developer of a market housing site will normally be the provision of serviced land, e.g. a proportion of the site which can be developed by, or for, a Registered Social Landlord (RSL) or other housing provider.

4.8 It is expected that the land would be transferred to the RSL or other housing provider, in accordance with PAN 2/2010 'Affordable Housing and Housing Land Audits', which states that such land can be transferred at a value relating to its end use for affordable housing or by agreement between the developer and the RSL or other housing provider, at a lower value. In any event, the land should be transferred at less than the value of mainstream housing for sale on the open market. In such cases, a legal agreement will secure the transfer of land and clearly set out trigger points for the transfer.

4.9 An alternative to the provision/transfer of serviced land is where the developer provides the affordable dwellings on site. This is called 'Design and Build' and is usually done for a RSL by providing unsubsidised affordable homes on site (see Section 5.0 of the Supplementary Guidance for further details).

4.10 Developers may seek the reduction in their affordable housing contribution by demonstrating, to the satisfaction of the Council, that there is sufficient provision of affordable housing within the

immediate area, settlement or recognised neighbourhood. Where Scottish Government funding is not available for a site, the Council may agree to the developer reducing the contribution in terms of serviced land and the provision of a lesser number of completed units.

Off-site Provision

- 4.11 While on-site provision is preferred, off-site provision may have a role to play where an alternative suitable site capable of accommodating a benchmark of 25% affordable dwellings in the same HMA is available. Schedule 6.1 of the LDP identifies one such site where this could apply in West Greenock. In such a case, and it would likely be exceptional, the land would be transferred on completion of the houses to a RSL or other housing provider, within a specified timescale. Off-site provision may also be negotiated for sites with a capacity below 20 units, depending on the circumstances.

Commuted Payments

- 4.12 The third form of contribution is commuted payments, where a sum of money is paid in lieu of on or off-site provision. Commuted payments will only be acceptable in very exceptional circumstances, where neither on-site nor off-site provision can be delivered. Where deemed acceptable to the Council, the Regeneration and Planning Service will seek a commuted sum equivalent to the cost of providing the percentage of land required by Policy RES4. In accordance with PAN 2/2010, the value of the commuted sum will be determined independently by the District Valuer, unless the applicant requests otherwise, in which case it will be determined, in accordance with RICS guidelines, by a chartered valuation surveyor suitably experienced in the property type and locality and appointed by mutual agreement between the parties. Failing this, the chair of the RICS in Scotland will adjudicate. Commuted payments may also be negotiated for sites with a capacity below 20 units, depending on the circumstances.
- 4.13 Further information on the procedure for securing commuted payments in lieu of on or off-site provision is provided in Annex 1, which updates and expands upon Annex 4 in the Supplementary Guidance on Affordable Housing Provision.

Transportation

- 4.14 In line with Policy TRA4, the Regeneration and Planning Service will, as appropriate, seek developer contributions towards pedestrian, cycle, public transport and road improvements, including trunk roads, that are identified as necessary in an associated transport assessment which has been agreed by the Council.
- 4.15 On-site transport infrastructure should be secured through the use of planning conditions. Where the provision of off-site infrastructure is required, developers will be required to undertake the works at their own expense and in accordance with the terms of a Section 56 agreement under the Roads (Scotland) Act 1984.

Open Space

- 4.16 Policy ENV5 'Securing Open Space by Planning Agreements' requires that *'where a development would involve the loss of formal, active open space or other recreational facility, the Council will seek to secure suitable alternative provision at another nearby location, where necessary, through a Section 75 legal agreement'*.
- 4.17 The calculation of this contribution will be based on the environmental and functional quality of the area to be lost and the cost of an equivalent replacement elsewhere in the locality. The specific costs will be determined on a case by case basis.
- 4.18 Supplementary Guidance on 'Planning Application Advice Notes' (Note No.3) requires all developments, except small scale and flatted infill proposals, to provide public open space. Where this provision can only be delivered off-site, a contribution, secured through a planning obligation or other legal agreement, will be required.

4.19 The level of contribution will be based on an indicative ratio of 1.64ha of open space and 0.32ha of children's play and kick about areas per 1,000 population (the contribution will include the cost of equipping the children's play/kick about areas). Population estimates will be based upon occupancy rates of two persons per double bedroom and one person per single bedroom. Further information on the maintenance arrangements for open space provision is set out in the Supplementary Guidance.

Green Network

4.20 The importance that is placed on the Green Network is reflected at the strategic level in the Glasgow and the Clyde Valley Green Network and the National Development project in the Central Scotland Green Network.

4.21 Policy ENV3 'Safeguarding and Enhancing the Green Network' requires that '*where development proposals would encroach upon or undermine the green network, alternative routes and green space will be expected to be provided or enabled*'. Further information on all Green Network requirements is provided in the Supplementary Guidance on the Green Network.

4.22 Where alternative green network routes/space cannot be provided on-site through a planning condition, a contribution can be secured through a planning obligation or other suitable legal agreement. The approach used to calculate replacement open space (para 4.23) will be also be applied to the Green Network.

5.0 Viability

5.1 While developer contributions are intended to facilitate development by alleviating issues that may prevent a development going ahead, Inverclyde Council recognises that contributions impose costs, which may, in the current economic conditions, have implications for the viability of a development. Circular 3/2012 'Planning Obligations and Good Neighbour Agreements' states that "in developing planning obligations, *consideration should be given to the economic viability of proposals and alternative solutions should be considered alongside options of phasing and staging payments*". In line with the Circular, an applicant may, in agreement with the Regeneration and Planning Service, seek to mitigate the impact of developer contributions by phasing the payment of contributions throughout the construction of the development (discussed further in para 6.9).

5.2 If the impact of a contribution cannot be alleviated through phased payments, the onus will be on the developer to demonstrate the negative impact that a contribution would have on the viability of a development. This will require that a full development appraisal be disclosed to the Regeneration and Planning service for assessment. Where the Council consider it appropriate, there may a variation in the contribution requirement.

6.0 The Process for Identifying, Negotiating, Securing and Managing Developer Contributions

6.1 The identification, negotiation and securing of developer contributions will take place in tandem with the Development Management process.

Identifying Developer Contributions

6.2 It is expected that the scale and type of development likely to require developer contributions will be the subject of pre- application discussions with the Regeneration and Planning Service. During these discussions the Regeneration and Planning Service will, through reference to the LDP and this guidance etc, identify any infrastructure and/or mitigation measures which need to be provided. Where these contributions cannot be secured on-site through planning conditions, the applicant will be informed of the need for a planning obligation or other legal agreement. Pre-application discussions should reduce any uncertainty around contribution requirements and speed up the planning application process.

6.3 Where pre-application discussions have not taken place, a planning application will be assessed for 'developer contributions' on the basis of the LDP, this planning guidance, a site visit and

consultation with relevant Council Services and external agencies. Any contribution requirements will be reported back to the applicant at the earliest opportunity.

- 6.4 It should be noted that where a contribution requirement relates directly to more than one development, e.g. an upgrade of local road infrastructure, the costs will be shared on a pro-rata basis.
- 6.5 The identification of developer contributions will provide the starting point for negotiations between the Regeneration and Planning Service and the developer.

Negotiating Developer Contributions

- 6.6 Negotiation with the developer will be undertaken to agree the level of contribution and identify Heads of Terms. Negotiations will be carried out by the Regeneration and Planning Service in consultation with any other relevant Council services, e.g. Property and Housing. All financial contributions will be index linked to the date that the Heads of Terms are agreed; usually against the Retail Price Index.

Securing Developer Contributions

- 6.7 In the first instance, the Council will seek to secure contributions through the use of planning conditions. These will usually be appropriate where infrastructure requirements and/or mitigation measures are to be provided on-site.
- 6.8 Where a legal agreement is required, e.g. for off-site provision, the Council's preference is for contributions to be paid in advance of planning permission being granted. This will be secured through a Section 69 agreement, under the Local Government (Scotland) Act 1973, which provides that, "*a local authority shall have power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions*". Section 69 agreements are relatively quick and straightforward to complete and generally facilitate a faster conclusion to the application process than a Section 75 equivalent. A Section 69 agreement will outline the terms under which the contribution has been made and secure the contribution for its intended use. However, Section 69 agreements cannot be registered against the title to the application site. In light of this, the Council will only enter into this type of legal agreement where the relevant contribution is to be paid in full, prior to the issue of a planning permission.
- 6.9 As a responsible and responsive local authority, Inverclyde Council recognises that phasing contribution payments can significantly ease cash flow pressures experienced early in the development process and, in extreme cases, be the determining factor in the viability of a development. In these circumstances, a Section 75 agreement may, where appropriate, be used to defer the payment of a contribution to a date, agreed by both parties, after the grant of planning permission. Alternatively, another form of security over land will be considered.
- 6.10 Applicants may, under Section 75, propose a unilateral planning obligation in respect of land which they own or control. However, it should be noted that where a unilateral obligation does not sufficiently address/secure all the contributions relating to a planning proposal, the Regeneration and Planning Service will seek to enter into a planning obligation (or other appropriate legal agreement) with the applicant.
- 6.11 While the Heads of Terms will be identified during negotiation and prior to the determination of the application, no formal legal agreement will be entered into until the Council is disposed to grant the planning permission, subject to the successful completion of an agreement. Once this has taken place, the agreed Heads of Terms will be referred to Legal Services to put an appropriate agreement in place. Once an agreement is in place (and in the case of Section 75 agreements, registered in the Land Register of Scotland), planning permission may be granted.
- 6.12 All legal and administrative costs incurred in the production of a legal agreement will be borne by the developer. Developers will be informed of all associated costs prior to an agreement being drawn up

as the cost of drawing up an agreement varies, depending on the scale of the development and the complexity of the agreement required.

Managing Financial Contributions

- 6.13 The management of financial contributions will be carried out in accordance with the terms of the associated legal agreement. Agreements will stipulate not only the service, infrastructure or facility to be provided or enhanced, but also the relevant Council service provider, the time-frame within which the work is to be undertaken and cost indexing. Developer contributions will be held by the Council in a separate earmarked reserve.
- 6.14 The Council will monitor development contributions on a regular basis.
- 6.15 Where a developer contribution has not been disbursed within the timeframe set out in the legal agreement, this will result in the return of the contribution by the Council.

7.0 Promoting Economic and Social Regeneration Objectives

- 7.1 When entering into a legal agreement, developers will be encouraged to engage with the Council's Economic Development Team, in order to maximise the opportunities to support economic and social regeneration objectives, particularly employability and the local supply chain. The Council's Economic Development Team can help secure benefits at the construction phase of all types of development, without any financial contribution.
- 7.2 The following model clauses have been adapted from those proposed by the Scottish Government in relation to a development which was expected to create employment in its operational phase.
- Community Benefit Clauses will promote and develop training and education opportunities in disciplines to be employed within the application site with specific objectives, an action plan and monitoring arrangements.
 - Prior to commencement of the Development, the Applicant shall agree Community Benefit Clauses in consultation with the Council.
 - During the construction of the Development the Applicant will take reasonable steps to ensure that full and fair employment opportunities are given to residents within Inverclyde before advertising for staff.
 - During the construction of the Development the Applicant will take reasonable steps to ensure that full and fair opportunities in relation to Construction contracts and sub-contracts are given to suppliers of goods and services trading or having a depot within Inverclyde before advertising for the supply of goods and services.
 - The Applicant will notify the Council of (1) the nature of the goods and services which they intend to procure for the purpose of carrying out the development and (2) businesses with a principal base or depot within Inverclyde that may reasonably be able to tender for the supply of the specified goods and services.
 - The Applicant will provide advice to prospective tenderers regarding contract procedures, standards and requirements.
 - The Applicant will record relevant information in relation to these obligations on a monthly basis for submission to the Council on a six monthly basis starting with the date of commencement of development. Such information will be agreed as part of the Community Benefit Clauses.
 - The Applicant will notify all job vacancies to Job Centres, a schedule of which Centres will be agreed as part of the Community Benefit Clauses, before advertisements are placed elsewhere to determine if suitable local labour is available prior to the employment being offered elsewhere.
 - The Applicant will provide a contact person to liaise with the Council in relation to the implementation of these obligations and the Community Benefit Clauses.
- 7.3 In order to facilitate the above, the Council will seek to enter into a partnership with the developer. The Council's workforce development team can help developers to understand and meet their regular recruitment needs and to develop the appropriate service package. The Council's employability team will provide a single point of contact to develop and co-ordinate this service.

8.0 Summary

- 8.1 Developer contributions are an accepted and widely used mechanism for ensuring that the cost of providing the infrastructure and/or any mitigation measures needed to facilitate new development is, as far as practicable, paid by the developer, not the Council or other public service providers.
- 8.2 The LDP and associated Supplementary Guidance provides a local planning policy context for developer contributions to be sought in relation to affordable housing, transport infrastructure, off-site open space provision and the replacement of open space/green network lost through development.
- 8.3 This planning guidance aids the implementation of these policy requirements by setting out the methodology and process for calculating, negotiating, securing and managing developer contributions. In addition, the guidance provides information on how the Council can support applicants to make a significant contribution towards the local supply chain and employability.
- 8.4 The planning guidance is intended to enable the Regeneration and Planning Service to adopt a consistent and transparent approach to developer contributions and allow developers to be aware of potential contributions.
- 8.5 This planning advice should be read and applied in conjunction with the relevant LDP policies, Supplementary Guidance and Circular 3/2012 Planning Obligations and Good Neighbour Agreements.

ANNEX 1 Council Procedures for Securing Commuted Payments in lieu of On or Off-Site Affordable Housing Provision

The information provided below augments Annex 4 of the Supplementary Guidance on Affordable Housing Provision, specifically points 7 and 10. The additional information provided in this Annex is highlighted in italics.

- (1) The Council will undertake to ensure that housing providers assist in the delivery of affordable housing, where considered necessary and appropriate, by applying the policy guidance contained in this SG.
- (2) The Council's Regeneration and Planning Service and the Housing Team in the Safer and Inclusive Communities Service will work in partnership with third parties, including the Scottish Government, other public agencies and housing providers, to secure the delivery of affordable housing.
- (3) The Council will work with the Scottish Housing Regulator, public sector agencies and housing providers to establish an open and transparent system of recording and maintaining priority client groups, as defined by statute and in accordance with good practice, as the basis for allocating qualifying households to the available affordable housing stock.
- (4) The Council will work with the public sector agencies and housing providers to maintain up to date records of the requirement for sites to deliver affordable housing, by category of affordable housing provision (after PAN 02/2010). Housing need and demand will be identified through the HNDA, as updated, and through regular updates of the LHS together with monitoring of the requirements generated by the approved three-year Strategic Local Programme (SLP)/Strategic Housing Investment Plan (SHIP).
- (5) The Council will engage early in the development process with developers and housing providers to discuss identified housing needs in the area, agree on the suitability of development proposals contained in a Masterplan/development brief for the site for meeting local housing need, and advise on the availability of subsidy and other resources, to deliver affordable homes.
- (6) The Council will negotiate with developers and housing providers on any necessary legal agreements for the provision and retention of affordable housing as a prerequisite of Planning Permission being granted.
- (7) The Council will re-examine publicly-owned sites and other sites that become surplus on a regular basis, with a view to possibly making these available for affordable housing, at a value appropriate

to such use, in accordance with the requirements of the most up to date Scottish Government SLP and SHIP Guidance.

Since the adoption of the LDP (August 2014), the Council has made available a number of surplus sites to RSLs on a 'Single Party Negotiation' basis, to help secure and make provision for affordable housing need in Inverclyde. It is anticipated that the Council will continue to do so, depending upon the scale of housing need at the time and the rate and pace of development being completed /expected to be completed within the timeframe of the relevant SHIP.

- (8) The Council will consider the use of Compulsory Purchase powers to secure development opportunities for additional new affordable housing, where a suitable housing provider underwrites the acquisition costs, including within the designated New Neighbourhoods and Areas of Potential Change identified in the LDP.
- (9) Unless otherwise indicated, the LDP's Spatial Strategy and the relevant policies in the Housing and Communities chapter of the Plan, will take precedence over the policy guidance in this SG.
- (10) The Council recommends that all prospective housing developers make early contact with the Regeneration and Planning Service to ascertain whether this SG will apply to their development proposals.

"Specifically in relation to Part (a) (ii) of Policy RES4, i.e. 'commuted payments in lieu of on- or off-site provision', the following approach will be used to negotiate and agree a mutually acceptable developer contribution to off-set an on-site provision of affordable housing. For the avoidance of doubt, the procedure outlined will only be used upon a failure to agree a mutually acceptable sum, having had the site independently valued in accordance with RICS guidelines, as described in SG, paragraph 4.21.

Under such circumstances, the Council, through its Property Assets Manager (or other suitably qualified relevant officer), will seek a mutually acceptable developer contribution in the form of a commuted payment by undertaking negotiation with the developer(s) on the following:

- a) *Basing the commuted payment on the cost of purchasing land elsewhere in the Authority (preferably on the basis of a mix of similar sites in the same HMA/HNDA sub area for the purposes of Affordable Housing, i.e. at less than market value), to provide the equivalent number of affordable housing units required to satisfy the planning condition explicit in Policy RES4 (a)(ii).*
- b) *Unless otherwise agreed, the benchmark of 25% Affordable Housing Contribution (AHC) will be the basis of the calculation for the commuted payment. Depending on the particular circumstances, the Council may wish, or be prepared, to modify this benchmark figure either upwards or downwards.*
- c) *The cost of purchasing land will be on a 'per plot cost' basis, based on the provision of Affordable Housing units, taking into consideration, for example, whether the provision is likely to be in the form of terraced, semi-detached, 'cottage-style' houses, etc. or flatted accommodation.*
- d) *On reaching agreement on the above basis, further negotiation and agreement should be sought on the method of payment, whether 'up-front' as one payment or more likely, a mutually agreed phased payment.*
- e) *The means of securing the commuted payment is likely to be through a planning agreement, and having taken the advice of the Head of Legal and Property Services (or other relevant senior officer), the form of that planning agreement will be agreed with the applicant.*
- f) *Any grant of planning permission where a commuted payment is involved will be subject to the applicant concluding an Agreement, most likely for this type of developer contribution, under Section 69 of the Local Government (Scotland) Act 1973 or Section 75 of the Town and Country Planning (Scotland) Act 1997, in order to secure the provision of a bond to cover the cost of the provision of affordable housing off-site in accordance with LDP Policy RES4 (a)(ii).*

There will be an understanding that at each stage of the negotiation, the Property Assets Manager or equivalent will keep the relevant Planning Officer dealing with the planning application (or other

senior officer) apprised of progress in order to avoid any unnecessary delays in determining the planning application.

The AHC will be held in the Council's Affordable Housing Fund (currently the responsible officer is the Head of Safer and Inclusive Communities, with responsibilities for the Council's Strategic Housing Function, including LHS, SHIP and SLP), and in the event of the AHC not being spent within 5 years of the payment of the developer contribution, or if phased the date of the first staged payment, then the relevant sum will be returned to the developer(s) concerned.

It will be the responsibility of relevant officers on having secured a developer contribution, and in particular the relevant 'senior housing officer' to ensure that the Planning Officer is kept informed of the use to which the AHC is being put and to inform the latter in good time if there is a likelihood of the AHC not being fully spent or of an underspend on the nominated SHIP/SLP site(s).

At the time of the grant of planning permission, it would be good practice to provide the developer(s) of an indication of the likely spend profile of the AHC and the likely site or sites it will contribute to in the Authority."

Report To:	Environment and Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director, Environment, Regeneration and Resources	Report No:	E+R/15/04/ 0SJ/RG
Contact Officer:	Stuart W Jamieson	Contact No:	01475 712491
Subject:	Inverclyde Local Development Plan: Supplementary Guidance on Renewable Energy		

1.0 PURPOSE

- 1.1 The purpose of this report is to inform Committee of the outcome of the targeted consultation on the amended Supplementary Guidance on Renewable Energy and to seek approval for the amended guidance to be forwarded to the Scottish Government for permission to adopt it as Supplementary Guidance to the Local Development Plan 2014.

2.0 SUMMARY

- 2.1 The Planning etc. (Scotland) Act 2006 allows planning authorities to adopt statutory supplementary guidance, which provides further information on policies or proposals set out in the Local Development Plan. Renewable Energy was one of five Supplementary Guidance documents which were adopted alongside the Local Development Plan (LDP) in 2014.
- 2.2 In June 2014 the Scottish Government published its updated Scottish Planning Policy (SPP) which included changes to the policy on wind energy. This led to changes being required to Inverclyde's Supplementary Guidance on Renewable Energy. As the SPP changes came too late to be included in the Supplementary Guidance which had been through the LDP process in early 2014, an assurance was given that amended guidance would be published and consulted upon as soon as possible after the adoption of the LDP.
- 2.3 The consultation on this amended Supplementary Guidance was carried out between January and February 2015 and eight representations were received. All of these have been addressed and further amendments made where appropriate, to produce the final version. Annex 1 contains a summary of the representations received and the Council's proposed actions.
- 2.4 It is now proposed that this Supplementary Guidance is adopted by the Council to replace the version published alongside the LDP. This will augment Policy INF1 of the adopted Inverclyde Local Development Plan 2014. The amended Supplementary Guidance is attached in Annex 2.

3.0 RECOMMENDATION

- 3.1 That Committee approve the proposed Supplementary Guidance on Renewable Energy as statutory supplementary guidance to the Local Development Plan (2014) and agree that the Head of Regeneration and Planning should forward it to the Scottish Government for permission to adopt.

Aubrey Fawcett
Corporate Director, Environment, Regeneration and Resources

4.0 BACKGROUND

- 4.1 The Planning etc. (Scotland) Act 2006 allows planning authorities to adopt statutory supplementary guidance, which provides further information on policies or proposals set out in the Local Development Plan. Renewable Energy was one of a number of Supplementary Guidance documents which were adopted alongside the Local Development Plan (LDP) on 29 August 2014.
- 4.2 In June 2014 the Scottish Government published its updated Scottish Planning Policy (SPP) which included changes to the policy on wind energy. Broad Areas of Search for wind energy developments were replaced by a Spatial Framework for identifying those areas that are likely to be most appropriate for onshore wind farms. This resulted in changes being required to Inverclyde's Supplementary Guidance. As the SPP changes came too late to be included in the Supplementary Guidance which had been through the LDP Examination, an assurance was given that amended guidance would be published and consulted upon as soon as possible after the adoption of the LDP.

5.0 PROPOSALS

- 5.1 The changes required to incorporate the Spatial Framework into the Supplementary Guidance also provided an opportunity to incorporate details of the Landscape Capacity report for Wind Turbine Developments in Glasgow and the Clyde Valley which was submitted to Committee in May 2014.
- 5.2 The consultation on the amended guidance was carried out between 30 January and 27 February 2015 and eight representations were received. One was received from the Scottish Government, four from other national government organisations, two of which had no comments to make, two from the private sector and one from Kilmacolm Civic Trust. The comments related to various aspects of the Supplementary Guidance with requests to amend the layout and content of the document either to assist with clarity or to provide additional information.
- 5.3 While there were a number of minor alterations to the guidance requested, the majority of the representations related to:
 - the Spatial Framework from the SPP and how it links to Policy INF1 of the LDP; and
 - the inclusion of the Landscape Capacity Study for Wind Turbine Development and its relationship to the Supplementary Guidance.
- 5.4 Annex 1 contains a summary of the representations received and the Council's proposed actions, some for noting with no further action and others accepted and amendments made to the final version of the guidance. Annex 2 contains the amended version of the Supplementary Guidance incorporating the changes.
- 5.5 Once approved by Committee, the Supplementary Guidance will be submitted to the Scottish Government for 28 days approval after which it is proposed that this guidance is adopted by the Council to replace the version issued alongside the LDP. This will augment Policy INF1 of the adopted Inverclyde Local Development Plan 2014.

6.0 IMPLICATIONS

Finance

- 6.1 There are no direct financial implications arising from this report.

Financial implications

One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
n/a	n/a	n/a	n/a	n/a	n/a

Annually Recurring Costs/Savings

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From	Other Comments
n/a	n/a	n/a	n/a	n/a	n/a

Legal

6.2 There are no direct legal implications arising from this report.

Human Resources

6.3 There are no direct human resource implications arising from this report.

Equalities

6.4 There are no direct equalities implications arising from this report.

Repopulation

6.5 There are no direct repopulation implications arising from this report.

7.0 CONSULTATIONS

7.1 **Chief Financial Officer:** no requirement to comment.

7.2 **Head of Legal and Property Services:** no requirement to comment.

7.3 **Head of Organisational Development, HR and Communications:** no requirement to comment.

8.0 LIST OF BACKGROUND PAPERS

8.1 Inverclyde Local Development Plan 2014

Attachments

(1) Annex 1: Summary of Consultation Responses

(2) Annex 2: Amended Supplementary Guidance on Renewable Energy

ANNEX 1

SUPPLEMENTARY GUIDANCE ON RENEWABLE ENERGY – CONSULTATION 30 JANUARY – 27 FEBRUARY 2015

REPRESENTATIONS

COMMENTS/ SUGGESTED CHANGES	ACTION PROPOSED
1. SCOTTISH GOVERNMENT	
Repetition of the comments from Forestry Commission Scotland (FCS) below.	See FCS below.
The Supplementary Guidance should only deal with Wind Energy and all other renewables covered in Non-Statutory Guidance.	No change. Policy INF1 addresses all types of renewables and specifically refers to the Supplementary Guidance on Renewable Energy. Propose to add the additional renewables to the list in the SG to make it more comprehensive and give fuller context.
There should be an identification of the minimum scale to which the spatial framework applies.	Agree. Amend text to clarify - as per Landscape Capacity Study, 1+ turbines, 15m – 150+m in height.
It might be more suitable for the spatial framework to focus on identifying suitable locations for wind turbines/farms with heights greater than 50m.	No change. Turbines below 50m can also have an impact, therefore they are included.
The content of the first footnote on page 7 is unclear as it should be covered by the policy in LDP.	No change. Footnote 1 was included in the supplementary guidance as a simple mitigation measure to address likely significant effects identified through the Appropriate Assessment of the SG as set out in the Habitats Regulations Appraisal Record.
For the assessment of developments, emphasis should be on the LDP Policy then the content of the SG.	Agree. Move Policy INF1 to start of the section with spatial framework afterwards and add text for clarification.
Page 9 Cumulative impact. It is unclear what is being termed a strategic wind farm. Neither the statement nor Diagram 3 are helpful in clarifying cumulative impact. The diagram does not indicate if capacity is affected.	Strategic windfarms are those over 20MW. Propose to incorporate in text. Agree. Change wording of text and remove reference to Diagram.
Clarification of access to and status of CMRP Framework Guidance is	Agree. Insert link into the text.

COMMENTS/ SUGGESTED CHANGES	ACTION PROPOSED
required.	
Amend reference to wind speed/ grid connection.	Remove. It was originally included for information for non-industry readers.
Remove reference to sequential test on page 11.	Agree. Remove.
Diagram 1 would benefit from being clearer about the Group 3 areas.	Agree. Redraw diagram to show Group 2 and Group 3 areas.
Move the landscape character assessment tables next to the landscape sensitivity map and bring Diagram 1 more into the principal policy focus.	Agree. Re-arrange order of Diagrams in Annexes.
In relation to Diagram 2 further explanation is required regarding mitigation of impacts in areas of medium to high landscape impact where wind turbines have been accommodated.	Those turbines already in place prior to the LCS have been mitigated through planning conditions such as those on hours of operation (in regard to noise emissions and shadow flicker), colour of turbine and reinstatement of the ground at the end of the working life of the turbine. Proposed turbines would be assessed against landscape sensitivity in the context of those already in place. No change proposed.
2. FORESTRY COMMISSION SCOTLAND	
The main concern is the potential effect on Inverclyde's woodland resource and consequences for the ecology and landscape.	Noted.
In the Policy, Guidance and Legislation section, include Scottish Government's Control of Woodland Policy under 'Legislation'.	Agree to include Woodland Policy but under National Policy as it is not legislation.
In the same section, amend bullet point 'Landscape and visual effects on wild land' to add 'trees, forests and woodlands'.	Agree as Scottish Government made same suggestion and the wording is taken directly from their SPP.
Under 'Other Considerations' include an additional paragraph on Woodland Removal Policy.	Agree. Text to be taken from that suggested by FCS.
3. SNH	
Recommend Diagram 1 shows the spatial framework groupings rather than all the designations within them.	Agree. Redraw Diagram 1 to show Group 2 and Group 3 areas.

COMMENTS/ SUGGESTED CHANGES	ACTION PROPOSED
Recommend shading the full area between the settlement and the community separation distance rather than a dotted line for greater clarity.	Agree. Redraw Diagram 1.
Diagram 1 showing the spatial framework should be incorporated in the main body of the text rather than in the annex given its importance.	Agree. Now included as Figure 1.
The minimum scale of development to which the spatial framework applies should be inserted to comply with SPP.	Amend text to clarify - as per Landscape Capacity Study, 1+ turbines, 15m – 150+m in height.
Suggest providing a link to the Landscape Capacity Study to make it more accessible to developers for site selection.	Agree.
Suggested additional information which could be included to assist developers – various SNH and RSPB documents.	Agree. Include in the Guidance section with links.
Recommend inclusion of expectations for decommissioning of developments and site restoration.	Agree.
Comments made on Habitats Regulation Assessment.	Noted. Further screening will be undertaken once proposed changes have been approved.
4. WEST COAST ENERGY	
The interaction between the spatial framework and INF1 is very unclear.	Agree. Clarify with text and move Policy INF1 ahead of Spatial Framework
The spatial framework does not readily interface with the constraints of diagrams 1-5 leading to confusion about contents of Group 2 and 3.	Agree. Amend Diagram 1 as described above.
The insertion of carbon rich peat etc in the spatial framework is grossly precautionary.	Disagree. Retain as this is prescribed by Scottish Government.
Differences in the sensitivity of landscape character types need to be explained.	Agree. Clarify with link to LCS.
Clarification is required on how criteria would be applied to applications in Group 2 and Group 3.	Agree. Modify text to clarify meaning.

COMMENTS/ SUGGESTED CHANGES	ACTION PROPOSED
Unclear whether areas of special protection referred to on P9 apply to Group 2 only.	Correction. 'special protection' should say 'significant protection' identified in the spatial framework.
Needs to be more clarity on how the Spatial Framework, Policy INF1 and the Landscape Capacity Study are supposed to interact.	Agree. Clarify in LCS text and cross reference criteria of Policy INF1 and the spatial framework.
5. JONES LANG LASALLE	
The whole SG has been considered in order to give a fully informed representation albeit with a focus on wind energy.	Noted.
National targets for a low carbon economy should be included in Section 3 Policy, Guidance and Legislation and note that targets are not capped.	Agree. Currently the targets are included in the introduction but will move to the section on Policy.
The spatial framework should be shown in terms of Groups as per the SPP.	Noted. Spatial Framework Diagram to be amended.
Footnote 1 on page 7 should refer to 'any unacceptable adverse effect...' rather than 'adverse effect'	Disagree. Adverse means bad, undesirable, unsympathetic or harmful. There is unlikely to be an acceptable adverse effect therefore there is no need to reinforce this with 'unacceptable'.
It should be made clear that the 2km community separation distance is not a ban on wind farms in the identified area.	Agree. Amend text to clarify.
The important role of Policy INF1 in balancing adverse effects with the benefits of proposed development should remain a key feature of the SG.	Noted.
The SG provides an opportunity for the Council to demonstrate full support and encouragement for renewable energy developments.	The Council fully supports renewable energy developments and the LDP and SG direct proposals to the appropriate locations.
Clarification required on the relationship of the Landscape Character Study (LCS) to the SG when not formally consulted upon.	Agree. Amend text to identify this as a background report which was prepared for the Council and feeds into the SG. Background reports are not usually issued for consultation.
Reference to Scottish Government's letter on preparation of SGs.	Noted.
The LCS should be identified as a Technical Report which was not consulted upon.	See above.

COMMENTS/ SUGGESTED CHANGES	ACTION PROPOSED
Request that SNH's data in table 2 should not form part of the mapping associated with the areas of 'significant protection' in Diagram 1 due to methods used by SNH.	Disagree. This data is the direct replacement for that previously used and from the source used by all GCV authorities. Propose to retain reference in table 2. Please note however that it is proposed to change Diagram 1.
The fact that sites will be dealt with on a case by case basis should be reflected in the SG.	Agree. Incorporate appropriate wording.
The reference to 'blanket restrictions' under 'Other Considerations' p.9 should be emphasised in the CMRP section.	Disagree. No need to single out the Park. Its status under Group 3 is clear.
Given its position in Group 3 of the Spatial Framework (SF), it should be noted that there is no limitation on wind farms in the Regional Park.	Disagree. In regard to Group 3 locations, 'no limitation' is not the same as 'likely to be acceptable, subject to detailed consideration against identified policy criteria' as stated in SPP.
Statement that the purpose of the Park for recreational value does not suggest that a prohibition on wind farms is supported by policy.	The SG does not state that there is a prohibition on wind farms in the Regional Park. However it should be noted that amenity of the Park was a reason for refusal of Corlic Hill application in 2007.
Specific to the Regional Park, the SG should reflect that Policy INF1 is positively worded in favour of wind farms.	Disagree. No need to single out the Park. Policy INF1 is positive provided the criteria are met.
6. KILMACOLM CIVIC TRUST	
Table 2: Spatial Framework – the community separation for consideration of visual framework should be 2.5km, not 2km	No change. Although a 2.5 - 3km buffer was suggested in the draft Scottish Planning Policy (SPP), it remained at 2km in the final version.
Policy INF1 does not make reference to 'impacts on communities and individual dwellings, including isolated dwellings	No change. This is mentioned in the Spatial Framework criteria of the SG. The SG will be used in conjunction with Policy INF1.
7. SEPA	
No comments	
8. MARINE SCOTLAND	
No comments	



INVERCLYDE LOCAL DEVELOPMENT PLAN 2014

SUPPLEMENTARY GUIDANCE on RENEWABLE ENERGY (Revised 2015)

CONTENTS

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1.0 INTRODUCTION

This document provides guidance to supplement the Local Development Plan policy for renewable energy. It has been prepared to allow for the assessment of a variety of types of renewable energy development proposals aiming for a balance between promoting renewable technologies and meeting national guidance on other areas such as those relating to the natural environment, which may appear to be in conflict at times.

The Guidance is aimed at:

- developers/professionals considering new projects;
- communities/interest groups considering the impact of a proposed renewable development; and
- local authority Councillors and Officers considering planning applications

Renewable energy is generated from natural resources such as sun, wind, and water which is inexhaustible but also includes energy from replenishable resources such as waste and biomass. Wind energy and hydro energy are currently the most well-developed of the renewable resources but it is considered that the others will increase their share over time.

It is the role of the planning system to reconcile the benefits of potential renewable energy developments with any detrimental impact on the environment.

There is support for the renewables industry in Inverclyde where Inchgreen on the Greenock Waterfront, which is promoted as an area to which renewable energy companies could locate, is in line to benefit from £9.4million from the Glasgow City Region Infrastructure Fund.

AIM: To locate renewable energy developments where the technology can operate efficiently and environmental and cumulative impacts can be addressed satisfactorily.

2.0 RENEWABLE ENERGY TECHNOLOGY

Onshore Wind Energy

Wind energy developments are currently the most popular type of renewable energy proposals and this type of development is Scotland's fastest growing renewable energy source – a trend which is expected to continue. By the end of 2013 there was 4.5GW of installed capacity in Scotland.

Wind energy developments are dealt with according to size:

Table 1: Determination of Wind Energy Applications

Scale	Determined By	Consultees
Up to 50MW	Inverclyde Council	Key Agencies
Over 50MW	Scottish Government	Inverclyde Council and Key Agencies

They can also be classified according to height to blade tip, as is the case in landscape capacity studies: The Landscape Capacity Study for Wind Turbine Development 2014 which was carried out in Inverclyde used the following categories:

- 15 – 30m **small**
- 31 – 50m **small/medium**
- 51 – 80m **medium**
- 81 – 120m **large**
- over 120m up to around 150m **very large**

Offshore Wind

Offshore wind, wave and tidal energy sources are increasing in importance in contributing to renewable energy targets.

Stronger wind speeds are available offshore compared to on land so the contribution of offshore wind farms in terms of electricity supplied is higher. Offshore includes inshore water areas such as lakes, fjords and sheltered coastal areas as well as deep water areas.



Micro-renewables

Micro-renewable energy generation is widely accepted to be the production of heat (less than 45kW) and/or electricity (less than 50kW capacity) from zero/low carbon technologies. This can include micro hydro, micro wind, solar energy, photovoltaics, biomass and geothermals.

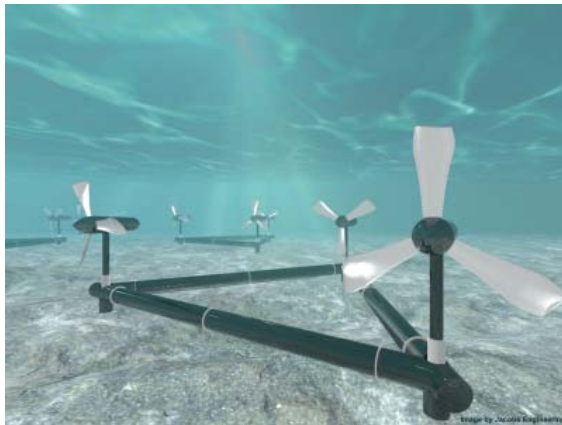
Micro Hydro



The majority of small hydro schemes in Inverclyde are likely to be 'run-of-the river' where water is taken from a river from behind a low weir, with no facilities for water storage and returned to the same water course after passing through the turbine. These would be primarily for domestic/ individual landowner use with an output of under 100kW and Feed-In-Tariffs for any surplus sold back to the grid. There could be an impact on the natural and cultural heritage, water environment, fisheries, aquatic habitats and amenity, and relevant environmental and transport issues which would have to be addressed by the developer.

Tidal

Tidal power is a form of hydro power that converts the energy of tides into power – mainly electricity. Tides are more predictable than wind or solar power and have potential for future electricity generation.



Micro wind

At a domestic or commercial level, small turbines can be mounted on buildings or free standing to provide electricity and where there is surplus production, it can be sold back to the grid under the Feed-In-Tariffs (FIT).



Solar

There are three ways in which to exploit solar power; firstly, through the installation of solar panels on buildings to harness energy for conversion into heat; secondly through photovoltaics which convert solar energy into electricity and finally passive solar gain through the orientation of buildings to make maximum use of the sun. These can be located in a variety of locations provided there is ample solar irradiation and electricity connection.



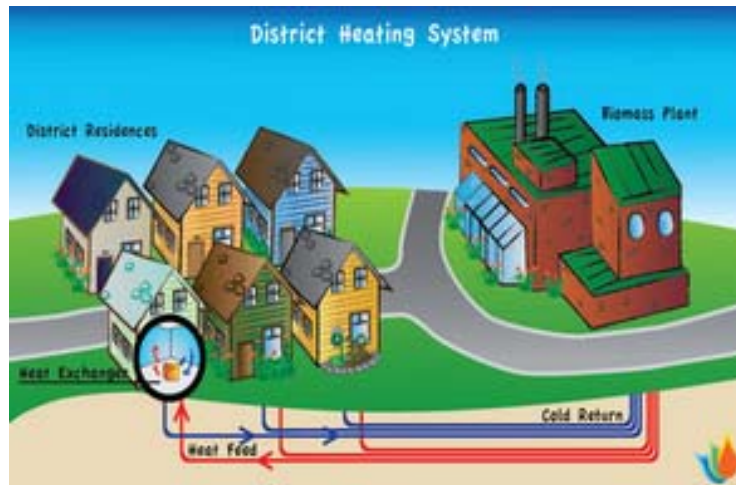
Biomass

Biomass is biological material which can be used to generate electricity. It can be either used directly as in combustion or converted into fibres or chemicals such as biofuels. SPP advises that planning authorities should identify, through the development plan, where there are areas capable of accommodating new biomass plants with the location of large scale biomass plants determined by a number of factors including the economic costs of transporting fuel materials from source, the availability of feedstock during the year, the location of the end user and the scale of the plant.



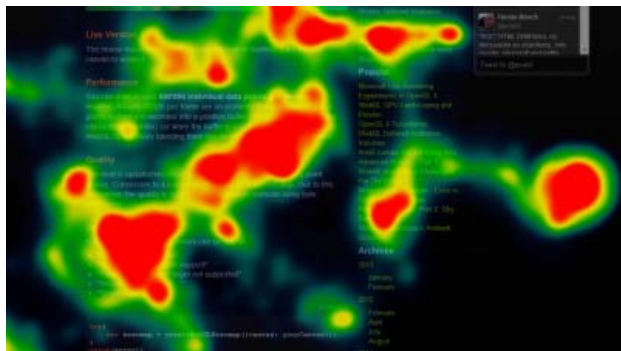
District Heat Network

A district heat network is a system for distributing heat generated in a centralised location for residential and commercial heating requirements such as space heating and water heating. District heat plants can provide higher efficiencies and better pollution control than localised boilers.



Heat Mapping

Heat mapping is a means of assessing who needs heat (demand) and where sources of heat might come from (supply). The Scottish heat map can be used to identify where there are opportunities for heat networks to assess heat density and proximity to heat sources.



Ground Source Heat

Ground source heat pumps (GSHP) use pipes which are buried in the garden to extract heat from the ground. This can be used to heat radiators, underfloor or warm air heating systems and hot water in the home.



Energy from Waste

Energy from Waste systems either use a biological process including landfill gas, sewage gas or biogas from agricultural waste and digestible domestic or industrial waste or a thermal process such as incineration which tends to be on a larger industrial scale and requires careful siting. Location will be influenced by the source of the waste used with industrial sites with the potential for connection to the electricity grid or other possible users likely to be suitable locations for energy from waste plants.



Energy Storage

Energy storage entails the storage of energy generated during periods of low demand for use during periods of high demand. This not only helps overcome the problem of variable supply from renewable energy resources but also allows the grid to operate more efficiently and cost effectively.

3.0 POLICY, GUIDANCE AND LEGISLATION

National Planning Policy

National Planning Framework 3 (NPF3) considers the means of attaining a low carbon Scotland by reducing emissions and recognises the importance of the planning system in delivering targets. It recognises the importance of promoting greater use of renewable sources of heat energy and recovery of waste heat and supports the further deployment of onshore wind farms whilst addressing concerns about the impact of some developments and reflecting the objective of greater community ownership of renewable energy.

The Scottish Government's target of 18% of electricity being generated from renewable sources by 2010 was met, as was the new target of 31% set for 2011. The 2020 Route-map for Renewable Energy in Scotland, 2011 identifies a target of 30% of overall energy demand to be met from renewables by 2020 which is broken down to 100% of electricity, 11% of heat and 10% of transport fuels.

The Government's publication Scottish Planning Policy (SPP), published in 2014, addresses the main-sources of renewable energy at present – wind and hydro – and those other technologies that may contribute in future such as biomass, solar, landfill gas, wave and tidal. SPP states that:

“Efficient energy resources are vital to reducing greenhouse gas emissions and can create significant opportunities for communities.”

“The planning system should support the development of a diverse range of electricity generation from renewable energy technologies” and “guide development to appropriate locations.”

“Development plans should seek to ensure an area's full potential for electricity and heat from renewable sources is achieved in line with national climate change targets, giving due regard to relevant environmental, community and cumulative impact considerations.”

It continues:

“Local development plans should support new build developments, infrastructure or retrofit projects which deliver energy efficiency and recovery of energy that would otherwise be wasted.”

The General Permitted Development Order (Scotland) (GPDO), 1992 has been amended to permit certain types of micro-generation equipment to be installed without the need for planning permission.

SPP requires planning authorities to set out a spatial framework identifying those areas that are likely to be most appropriate for wind energy development, as a guide to developers and communities.

Guidance

Planning Advice Note 45 (PAN45) Renewable Energy Technologies (2002) and Annex 2 Spatial Frameworks and Supplementary Planning Guidance for Wind Farms (2008) have been superseded by a series of online guidance relating to a variety of renewable technologies including:

Onshore wind turbines	Hydro schemes
Woody biomass	Landfill gas
Energy from waste	Anaerobic digestion
Deep geothermal	Large photovoltaic arrays
Energy storage	Microgeneration

PAN 51 Planning, Environmental Protection and Regulation (2006), the Water Framework Directive Scotland 2000, the River Basin Management Plan 2009 and the Clyde Area Management Plan 2010-2015 provide guidance on the issues related to the protection of the water environment in the Inverclyde area.

PAN 1/2013 Environmental Impact Assessment (EIA) provides advice on good practice and guidance for planners dealing with EIA screening and scoping where proposals are assessed to determine whether an EIA is required and, if so, assessed against the criteria in the EIA checklist to determine whether it will have a significant effect on the environment.

SNH has provided a number of documents relevant to the development process for onshore wind farms, including:

- Visual representation of wind farms
- Siting and designing wind farms in the landscape
- Visual assessment of wind farms - best practice
- Siting and design of small scale wind turbines of between 15 and 50 metres in height
- General advice and information on onshore wind

Managing Change Guidance – Micro-renewables (2010) from Historic Scotland provides guidance on applications for renewable energy developments affecting historic buildings, monuments and places.

Legislation

This Supplementary Guidance is prepared in accordance with the following legislation.

Town and Country Planning (Scotland) Act 1997

Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2008

Town and Country Planning (General Permitted Development Order) (Domestic Micro-generation) (Scotland) Amendment Order 2010

Climate Change (Scotland) Act, 2009

Circular 1/2012 Householder Permitted Development

Development Plan Policy

The development plan for Inverclyde comprises two parts. Strategic policy is set out in the approved Glasgow and the Clyde Valley Strategic Development Plan (2012) while detailed policy criteria are laid out in the Inverclyde Local Development Plan 2014.

Strategic Development Plan

The Strategic Development Plan (SDP) outlines broad areas of search for biomass wood fuel production and wind energy for the Local Development Plans (LDP) of the eight authorities to take forward and refine through their policies. Preferred urban fringe areas for biomass fuel are identified around the edges of the settlements in Inverclyde while no Broad Areas of Search (BAS) for strategic wind energy developments are identified within the authority. SPP has now superseded the SDP and no longer refers to BAS which will be taken account of in the preparation of the next SDP.

Local Development Plan

All renewable energy applications will be assessed against **Policy INF1** in the LDP which supports renewable energy development provided the adverse effects do not outweigh the benefits. For wind energy applications **Policy INF1** is used together with the SPP Spatial Framework and criteria, detailed below.

Woodland Removal Policy

The Scottish Government has developed a policy on the control of woodland removal in Scotland. The Policy presents the criteria for determining the acceptability of woodland removal, information and implementation. All wind energy developments should be designed in accordance with the Policy. The guiding principle of the Policy can be examined in detail at www.scotland.forestry.gov.uk/supporting/strategy-policy-guidance/woodland-expansion/control-of-woodland-removal.

4.0 RENEWABLE ENERGY IN INVERCLYDE

The majority of applications received in Inverclyde to date have been for single or groups of 2-3 wind turbines under 80m high, due to the increasing interest in small scale wind turbine developments which attract a FIT payment.

Wind Energy

The SPP Spatial Framework for wind energy developments, described in section 3.0 above, is set out in more detail in Table 2.

Table 2: Spatial Frameworks

Group 1: Areas where wind farms will not be acceptable: National Parks and National Scenic Areas.		
Group 2: Areas of significant protection: Recognising the need for significant protection, in these areas wind farms may be appropriate in some circumstances. Further consideration will be required to demonstrate that any significant effects on the qualities of these areas can be substantially overcome by siting, design or other mitigation.		
National and international designations: <ul style="list-style-type: none"> World Heritage Sites; Natura 2000 and Ramsar sites; Sites of Special Scientific Interest; National Nature Reserves; Sites identified in the Inventory of Gardens and Designed Landscapes; Sites identified in the Inventory of Historic Battlefields. 	Other nationally important mapped environmental interests: <ul style="list-style-type: none"> areas of wild land as shown on the 2014 SNH map of wild land areas; carbon rich soils, deep peat and priority peatland habitat. 	Community separation for consideration of visual impact: <ul style="list-style-type: none"> an area not exceeding 2km around cities, towns and villages identified on the local development plan with an identified settlement envelope or edge. The extent of the area will be determined by the planning authority based on landform and other features which restrict views out from the settlement.
Group 3: Areas with potential for wind farm development: Beyond groups 1 and 2, wind farms are likely to be acceptable, subject to detailed consideration against identified policy criteria.		

Those identified in blue in Group 2 are those that occur in Inverclyde.

In Inverclyde the Spatial Framework applies to one or more turbines 15-150m+ in height and is as follows:

Group 1 areas where wind energy developments will not be acceptable. Inverclyde has no National Parks and no National Scenic Areas therefore there are no Group 1 areas in Inverclyde.

Group 2 areas where there is a need for significant protection but wind energy developments may be appropriate in some circumstances. These include one on-shore internationally designated Special Protection Area (SPA) and one located along the shoreline to the east, which is also a Ramsar site ⁽¹⁾, along with 7 nationally designated Sites of Special Scientific Interest (SSSI) covering a combined area of 831ha. Three Gardens and Designed Landscapes and areas of peatland ⁽²⁾ to the south of the authority complete the designations falling within this category. These are shown in **Figure 1**. The community separation distance of up to 2km in Group 2 does not represent a ban on wind energy developments in this area, as demonstrated by the turbines already granted within this location (**Diagram 2**).

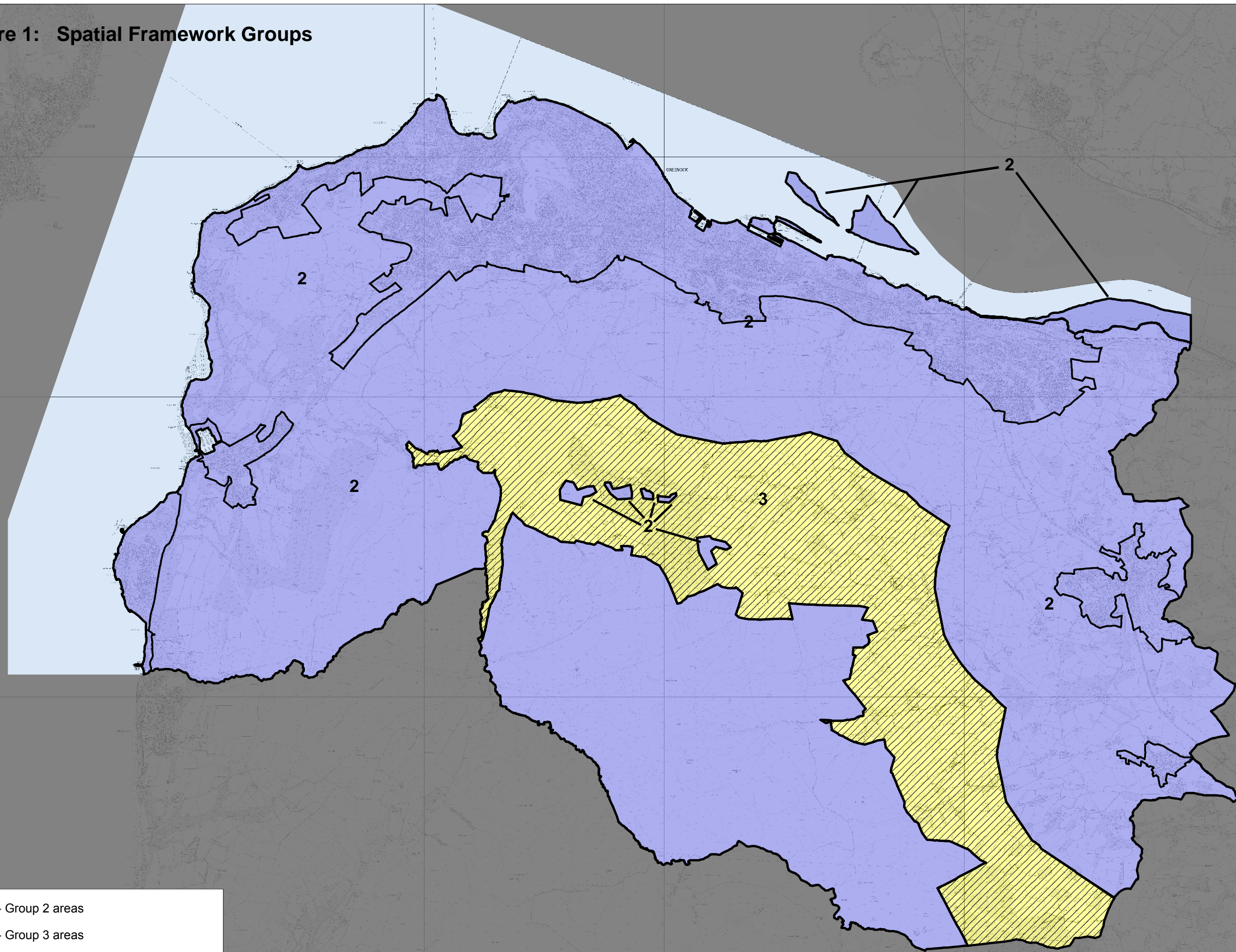
Group 3 where wind energy developments are likely to be acceptable subject to detailed consideration against policy criteria. This includes all other areas in Inverclyde not already included in Group 2.

(1) Any development for wind energy generation will only be permitted where it can be demonstrated that it will not have any adverse effect on the integrity of the Inner Clyde Estuary SPA/Ramsar site, the Renfrewshire Heights SPA or any other Natura site outwith Inverclyde where there is ecological connectivity.

(2) SNH are due to publish definitive mapping for priority peatland, deep peat and carbon rich soils in June. When this data is available, it will replace the data currently in use.

Note: *A large amount of information as shown in Figure 1 and across Diagrams 1-4 of this Supplementary Guidance should be viewed as a whole when considering the location for wind energy proposals.*

Figure 1: Spatial Framework Groups



- 2** - Group 2 areas
- 3** - Group 3 areas
- Built-up Area
- Land outwith Inverclyde

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SUPPLEMENTARY GUIDANCE - RENEWABLE ENERGY

Proposals for **all** types of renewable energy development, in both Group 2 and Group 3, will be assessed against **Policy INF1** of the Local Development Plan (LDP). In addition to Policy INF1, proposals for **wind energy** will be assessed against a wide range of criteria which complement the SPP spatial framework, some of which elaborate on those included in Policy INF1.

As **Policy INF1** addresses all types of renewables, the criteria are more generalised than those that accompany the SPP spatial framework.

Policy INF1 states that the Council will support development required for the generation of energy from renewable sources unless any economic, environmental and social benefits of the proposal are outweighed by significant adverse effects upon the criteria shown below.

Table 3: Policy INF1 and SPP Spatial Framework Criteria

Policy INF1 Criteria	SPP Spatial Framework Criteria
(a) natural heritage designations (international and national designations should not be compromised);	effects on the natural heritage, including birds;
(b) the landscape and wider environment;	landscape and visual impacts, including effects on wild land, trees, forests and woodland;
(c) neighbouring settlements;	impacts on communities and individual dwellings, including visual impact, residential amenity, noise and shadow flicker;
(d) tourism, recreation and conservation matters;	impacts on tourism and recreation; public access, including impact on long distance walking and cycling routes
(e) the built heritage;	impacts on the historic environment, including scheduled monuments, listed buildings and other settings
(f) biodiversity and the water environment;	hydrology, water environment and flood risk;
(g) air quality;	not applicable
(h) road safety and service infrastructure; and	impacts on roads; impacts on adjacent trunk roads
(i) the cumulative effect of such proposals.	cumulative impacts – planning authorities should be clear about likely cumulative impacts arising from all of the considerations below, recognising that in some areas the cumulative impact of existing and consented energy development may limit the capacity for further development;
Note: Additional information to assist in submitting proposals is contained within the Supplementary Guidance on Renewable Energy.	net economic impact, including local and community socio-economic benefits such as employment, associated business and supply chain opportunities;
	the scale of contribution to renewable energy generation targets from output;
	effect on greenhouse gas emissions;

SUPPLEMENTARY GUIDANCE - RENEWABLE ENERGY

Policy INF1 Criteria	SPP Spatial Framework Criteria
	impacts on carbon rich soils, using the carbon calculator;
	impacts on aviation and defence interests and seismological recording;
	impacts on telecommunications and broadcasting installations, particularly ensuring that transmission links are not compromised;
	the need for conditions relating to the decommissioning of developments, including ancillary infrastructure, and site restoration;
	opportunities for energy storage; and
	the need for a robust planning obligation to ensure that operators achieve site restoration.

Other considerations

In addition to areas of significant protection identified in the SPP spatial framework, other more localised factors which could affect the location of wind energy developments, require further consideration whilst recognising that they themselves cannot lead to blanket restrictions on development, and that applications will be determined on a case by case basis.

Green Belt

As stated in SPP, where planning authorities consider it appropriate, a Green Belt can be designated around a town to support the spatial strategy by:

- directing development to the most appropriate locations and supporting regeneration;
- protecting and enhancing the character, landscape setting and identity of the settlement; and
- protecting and providing access to open space

Being within the Glasgow and the Clyde Valley area with a Green Belt designated in the approved SDP 2012, Inverclyde, through its Local Development Plan 2014, has defined the boundaries of the inner and outer Green Belt within its authority.

Cumulative Impact

Cumulative impacts arising from the combined effect of the proposal with other existing or approved wind energy developments need to be considered. To date there are no strategic (20MW+) wind farms in Inverclyde, only a number of developments granted for between one and three turbines. The applications which have been granted are shown in **Diagram 2**.

Clyde Muirshiel Regional Park

An area of approximately 781 hectares within Inverclyde has been designated as the Clyde Muirshiel Regional Park (CMRP) while the regional designation of the West Renfrew Hills Scenic Area covers an area of 77 hectares and is largely contained within the Park. (See **Diagram 3**) While not afforded the same high protection as international and national designations, these areas are valued

for their scenic qualities and their recreational opportunities. The Park has its own Framework Guidance Document on wind farm development and proposals within the Park which considers in particular the landscape value and sensitivity. This can be accessed at www.clydemuirshiel.co.uk/wp-content/uploads/2011/03/Framework-Guidance-for-Windfarms.pdf. Reviewed in 2010, this document has been agreed by the Park Authority which incorporates the three local authorities covering the area, namely Inverclyde, Renfrewshire and North Ayrshire and takes account of new legislation, new designations and new pressures on the Park.

Local Designations

In addition to the regional designations, there are 52 Sites of Importance for Nature Conservation (SINC) (See **Diagram 3**). These are locally valued for their flora, fauna or wildlife habitats. While wind farm development could not be ruled out on or adjacent to these locations, strict criteria would have to be laid down to ensure that the impact on the interests for which these areas are designated would be addressed.

Birds

Onshore wind turbines can potentially have a detrimental impact on birds through death from collision with turbines, displacement from their normal migratory routes and breeding grounds or loss of habitat through formation of infrastructure. As all wild birds are protected under the Wildlife and Countryside Act, 1981, developers are required to quantify these risks through surveys at different times of the year. SNH provides guidance on its website regarding bird survey methods and assessments.

Historic Environment

In Inverclyde, there are a number of historic environment resources besides the Gardens and Designed Landscapes mentioned in SPP, including Listed Buildings and Scheduled Monuments. It is Council policy to prevent unacceptable impact on these sites by development which could compromise or destroy them and their settings. As a result development is normally permitted only where there is no adverse effect on the resource.

Community Benefits

Community benefits are those given by the developers to the communities in the vicinity of the proposed wind farm development on a voluntary basis.

These are generally not a planning consideration when dealing with the application unless they relate to something that meets the criteria of Circular 3/2012 'Planning Agreements'.

Aviation and Defence Interests

Where there is an airport nearby aviation and defence issues need to be considered. The proximity of Inverclyde to Glasgow International Airport raises the issue of safety where part of the airport safeguarding zone is identified on the eastern edge of the authority. (See **Diagram 4**). The impact of moving turbine blades on the effective operation of both civil and military radar installations at the airport must also be considered. Potential interference with radar at Glasgow International Airport has also been anticipated outwith the safeguarding zone. Without specific details of proposals however, it is difficult to determine the exact effect a wind farm development would have. Potential developers are therefore advised to undertake NATs pre-planning service and consult with the Civil Aviation Authority and MoD as part of the scoping exercise.

Water environment

Watercourses, lochs, wetlands and riparian areas, as well as sensitive ecosystems, are potential constraints for wind farm developments. SEPA's early input is therefore required on the potential impact of the location, layout and design of the proposed development.

Pollution risks during the construction of wind turbines and associated hardstanding are a major concern. Adequate measures to protect the water environment and prevent or mitigate potential impacts on water resources would be imperative at this stage and again at the decommissioning phase. Further advice on the factors to be addressed when assessing a potential site can be obtained from www.sepa.org.uk/water/regulations.aspx. Particular designated sites such as SPAs and SSSIs may also be dependent on the status of the water environment.

Woodland

There is a strong presumption in favour of protecting Scotland's woodland resource. Its removal should be allowed only where it would achieve significant and clearly defined additional public benefit. In some cases, a proposal for compensatory planting may be a condition of permission.

Broadcasting installations

As wind turbines can cause disruption to radio and television signals, it is important to know the location of such installations. While interference would not necessarily rule out the siting of a wind farm development, they would only be acceptable where the developer could either maintain the transmission or provide alternative arrangements at no cost to those whose service would likely be disrupted. In either case, early consultation with the relevant network provider would be expected.

Shadow flicker

When the sun passes behind the blade of a turbine, as the blades rotate it can cast a flickering shadow which can cause problems for neighbouring properties. It is possible, however, to calculate very precisely whether flicker will occur and for how many hours per year. Planning conditions can be applied to ensure the turbines do not operate at times when this problem would occur by means such as a system that can be installed to shut turbines down at these times.

Notifiable installations and exclusion zones

When locating wind farms attention must be paid to the proximity of turbines to notifiable installations and exclusion zones with consultation required with the Health and Safety Executive.

In Inverclyde there is a large gas transmission pipeline running from west to east and south east across a large part of the rural area with a consultation zone of 22m on either side. A military technical site also runs north to south at Burnhead Moor with a consultation zone of 25m either side (See **Diagram 3**).

Decommissioning and Restoration

When the life span of the development is complete, or it is deemed no longer to be required, it is necessary to dismantle the equipment and remove it from the site prior to reinstating it fully to its former condition. This is in the interests of safety and visual amenity, and minimising impacts on the natural heritage.

Landscape Capacity Study

In 2014, a Landscape Capacity Study for wind turbine development was carried out for Inverclyde in association with the local authorities in the Glasgow and the Clyde Valley SDP Authority to assess the capacity of the landscape to accommodate all sizes of wind energy.

This study has been treated as a background report which has informed but does not comprise part of this Supplementary Guidance. It should be read in conjunction with it when addressing the suitability of locations for wind turbine developments. This document can be accessed from the Local Development Plan page of the Council's website.

Sensitivity of the landscape to the various sizes of wind turbines has been assessed across the landscape characters within Inverclyde as identified in the Glasgow and the Clyde Valley Landscape Assessment 1999. Within Inverclyde, there are 4 landscape character types out of a total of 20:

- Raised Beach (1)
- Rugged Upland Farmland (6)
- Upland River Valley (12)
- Rugged Moorland Hills (20)

Diagram 1 shows the sensitivity of the areas to each size of turbine. The sensitivity of the landscape to small, small-medium, medium, large and very large turbines within each landscape character typology is summarised in **Appendix 1**.

Details of how the landscape sensitivity was determined can be found in the Landscape Capacity Study for Wind Turbines mentioned above.

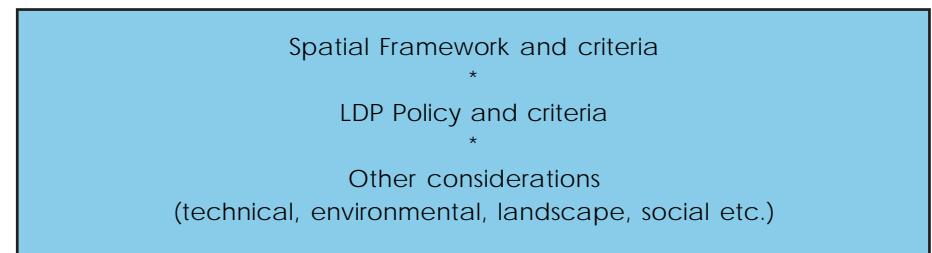
5.0 CONCLUSION

At present in Inverclyde, there is a preference amongst developers for small-scale wind energy developments of single or small groups of turbines which earn income from selling surplus electricity back to the grid. To date (August 2014) 19 applications have been granted for small scale turbines and micro-renewable developments across the authority and 6 have been refused, including one for a strategic development. More recent applications have been for larger turbines in the small-medium range while a cluster of one and two turbine development proposals is emerging within the Rugged Upland Farmland landscape typology.

To guide developers and inform communities on the most appropriate locations for wind energy developments Scottish Planning Policy has identified three groups which form a Spatial Framework. Inverclyde does not have any areas in Group 1 where wind energy developments will not be acceptable but it does have areas that fall within Groups 2 and 3 where there will be significant protection but opportunity for wind energy development in some circumstances and where there will be potential for wind energy development respectively.

Criteria against which applications will be assessed have been identified and the landscape sensitivity to different scales of development has been addressed through the Landscape Capacity Study. Other considerations including the potential impact of development on a variety of interests such as birds, historic buildings and designed landscapes, the community, aviation, broadcasting equipment, notifiable installations and the water environment will also be addressed.

When assessing a proposal for wind energy, all the elements that have to be considered can be summarised as follows:



SUPPLEMENTARY GUIDANCE - RENEWABLE ENERGY

When assessing a proposal for wind energy development, any of these elements may influence the determination of an application.

With the Scottish Government targets set for 2020, planning authorities are expected to support a wide variety of renewable energy technologies and guide them to the most appropriate locations by taking cognisance of issues that will affect this location. **Policy INF1** together with this Supplementary Guidance will be used to assess and determine planning applications for all types of renewable technologies, including all sizes of wind energy developments, on a case by case basis.

LIST OF FIGURES, TABLES, DIAGRAMS AND APPENDICES

- Table 1:** Determination of Wind Energy Applications
- Table 2:** Spatial Frameworks
- Figure 1:** Spatial Framework Groups
- Table 3:** Policy INF1 and SPP Spatial Framework Criteria
- Diagram 1:** Landscape Sensitivity and Turbine Size
- Appendix 1:** Landscape Character Type, Turbine Size and Sensitivity
- Diagram 2:** Wind Energy Applications Granted in Inverclyde
- Diagram 3:** Other Considerations
- Diagram 4:** Glasgow Airport Safeguarding Zone

GLOSSARY

Carbon calculator – a computer program that calculates the approximate amount of carbon dioxide produced by an individual, business or organization compared to the average amount produced.

Feed-in-tariff (FIT) - a payment made to households or businesses generating their own electricity through the use of methods that do not contribute to the depletion of natural resources, proportional to the amount of power generated.

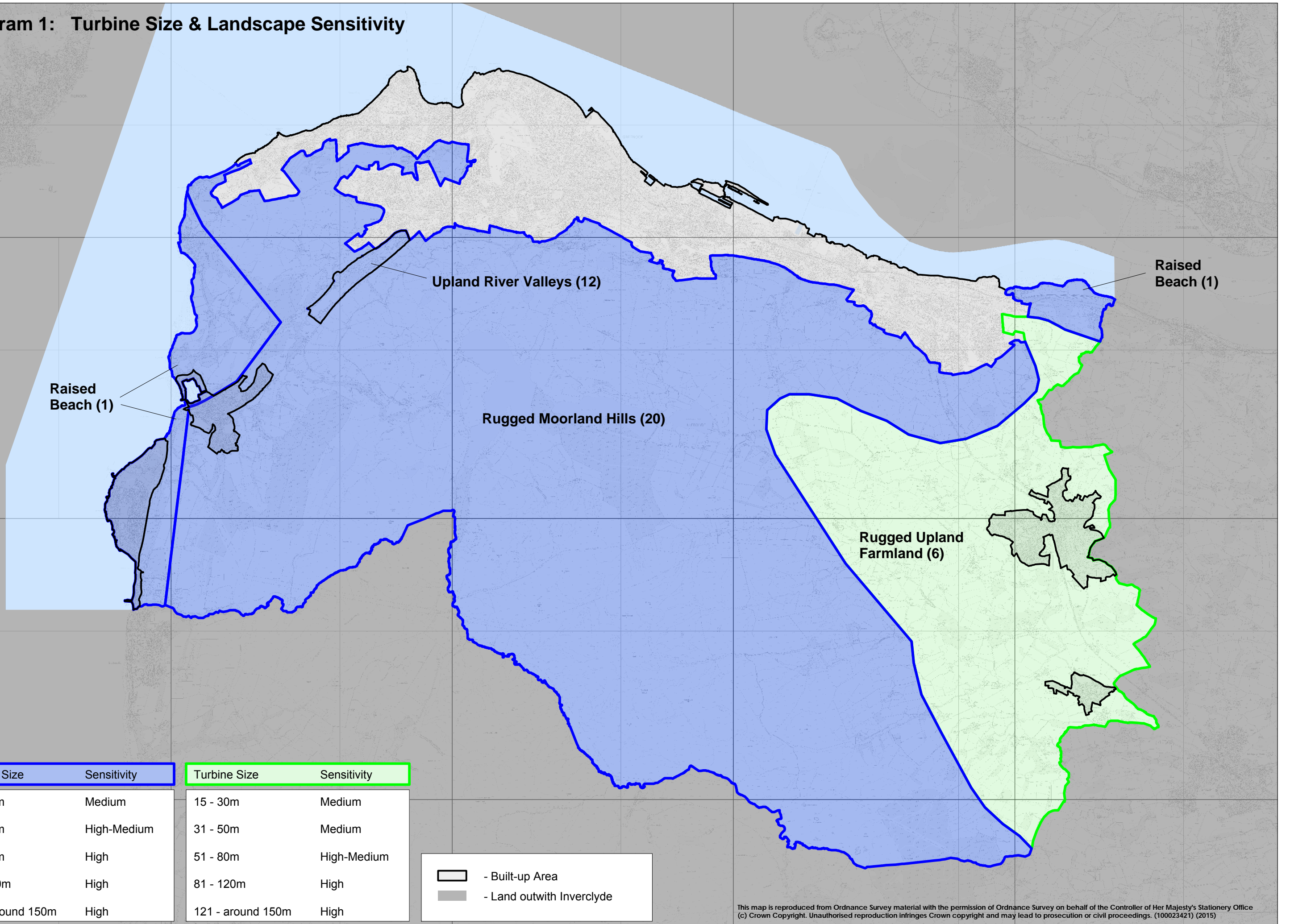
Geothermal energy – the power generated from natural steam; hot water; hot rocks or lava in the Earth’s crust.

Photovoltaic – a material or device in which electricity is generated as a result of exposure to light.

Ramsar – a site proposed or designated as being wetland of international importance, especially as a waterfowl habitat, under the 1971 Ramsar Convention and ratified by the UK government in 1976.

Solar irradiation – the power produced by the sun in the form of electromagnetic radiation which is perceived by humans as sunlight.

Diagram 1: Turbine Size & Landscape Sensitivity



Turbine Size	Sensitivity
15 - 30m	Medium
31 - 50m	High-Medium
51 - 80m	High
81 - 120m	High
121 - around 150m	High

Turbine Size	Sensitivity
15 - 30m	Medium
31 - 50m	Medium
51 - 80m	High-Medium
81 - 120m	High
121 - around 150m	High

- Built-up Area
 - Land outwith Inverclyde

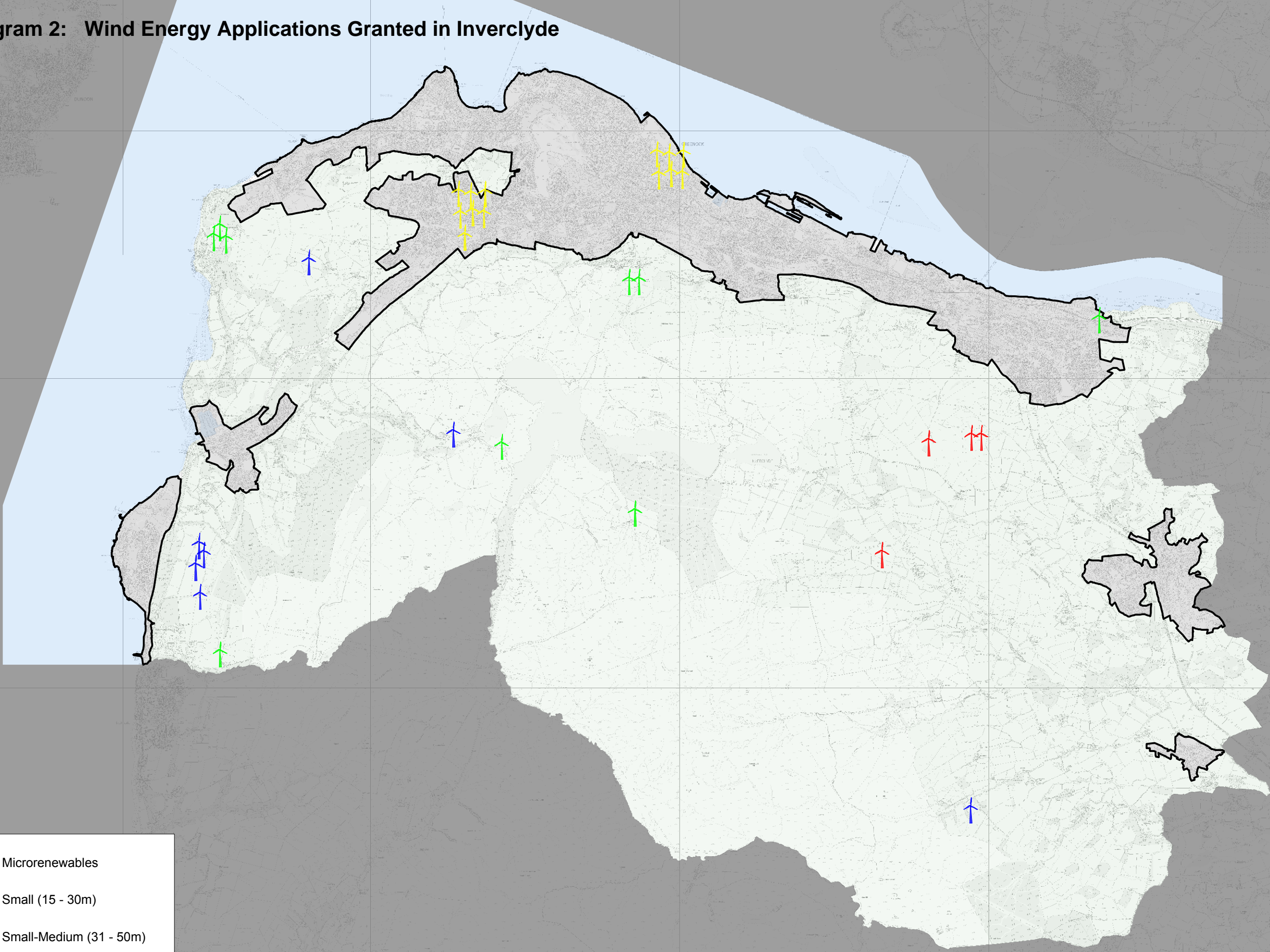
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APPENDIX 1 - Landscape Character Type, Turbine Size and Sensitivity

Landscape Character Type	Turbine Size (to blade tip)	Sensitivity
(1) Raised Beach	Small 15 – 30m	Medium
	Small – Medium 31 – 50m	High - Medium
	Medium 51 – 80m	High
	Large 81 – 120m	High
	Very Large over 120m ⇒150m	High
(6) Rugged Upland Farmland	Small 15 – 30m	Medium
	Small – Medium 31 – 50m	Medium
	Medium 51 – 80m	High - Medium
	Large 81 – 120m	High
	Very Large over 120m ⇒150m	High

Landscape Character Type	Turbine Size (to blade tip)	Sensitivity
(12) Upland River Valley	Small 15 – 30m	Medium
	Small – Medium 31 – 50m	High - Medium
	Medium 51 – 80m	High
	Large 81 – 120m	High
	Very Large over 120m ⇒150m	High
(20) Rugged Moorland Hills	Small 15 – 30m	Medium
	Small – Medium 31 – 50m	High - Medium
	Medium 51 – 80m	High
	Large 81 – 120m	High
	Very Large over 120m ⇒150m	High








Diagram 2: Wind Energy Applications Granted in Inverclyde



-  - Microrenewables
-  - Small (15 - 30m)
-  - Small-Medium (31 - 50m)
-  - Medium (51 - 80m)

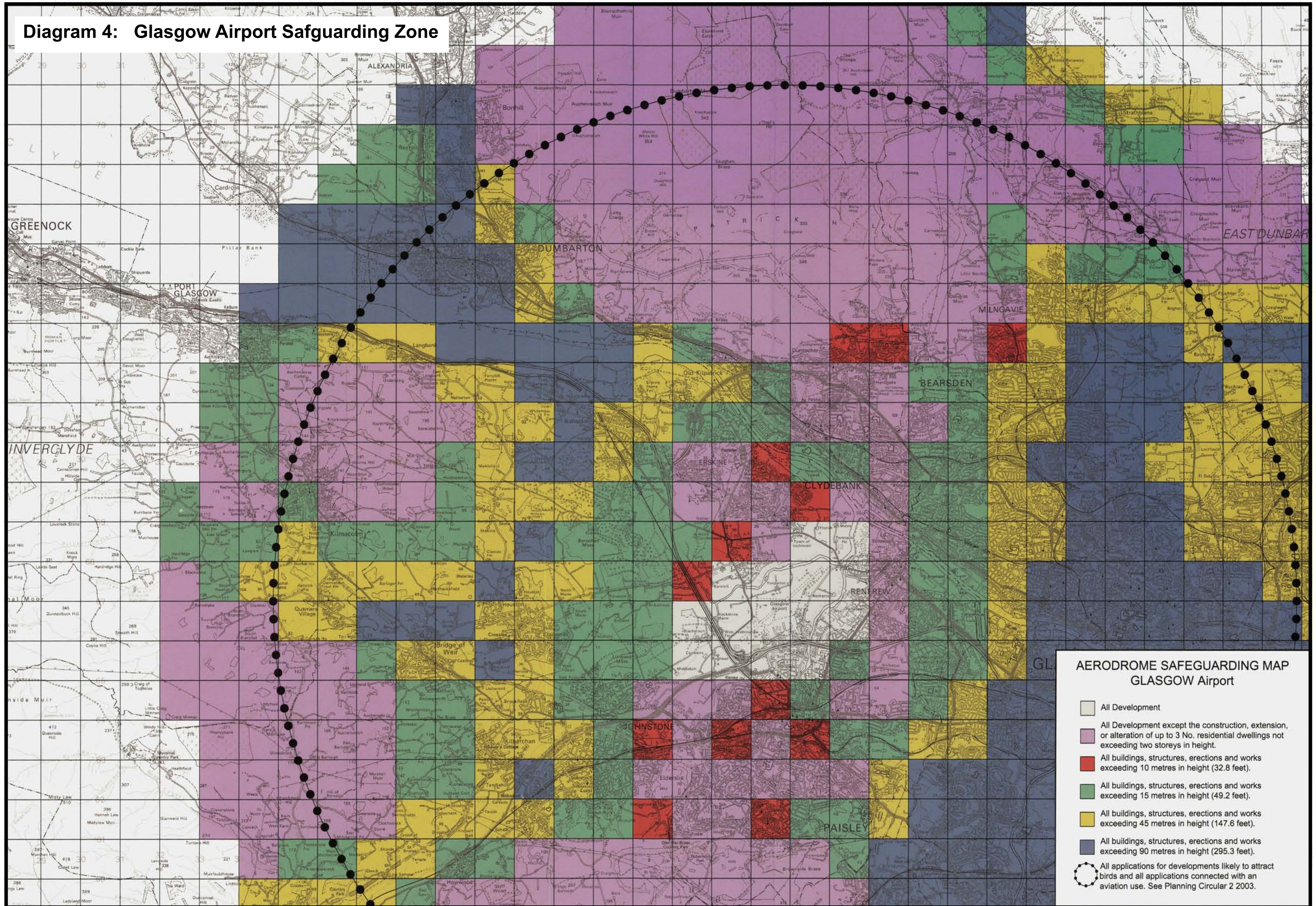
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Diagram 3: Other Considerations

-  - Gas Transmission Pipeline
-  - MOD Consultation Zone
-  - SINC's
-  - Clyde Muirshiel Regional Park
-  - West Renfrew Hills Scenic Area
-  - Green Belt
-  - Countryside

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Diagram 4: Glasgow Airport Safeguarding Zone



Report To:	Environment and Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director, Environment, Regeneration and Resources	Report No:	E&R/15/30/04 SJ/MP
Contact Officer:	Stuart W Jamieson	Contact No:	01475 712493
Subject:	Inverclyde Local Development Plan: Conservation Area Proposals		

1.0 PURPOSE

- 1.1 The purpose of this report is to inform Committee of the outcome of the consultation on the proposed conservation area boundary at The Cross, Kilmacolm and seek approval for its designation together with two new conservation areas at West Bay and Shore Street/Kempock Street, Gourrock and the re-designation of the amended conservation area boundary in Inverkip. It is also to seek approval to carry out consultation on Article 4 Directions and investigate the preparation of Conservation Area Appraisals for all conservation areas in Inverclyde.

2.0 SUMMARY

- 2.1 The Inverclyde Local Development Plan: Proposed Plan (May 2013) proposed three new and one amended conservation area boundaries, with only The Cross, Kilmacolm receiving representations during the consultation period. Following the Scottish Government's Examination of the LDP, it was concluded that the proposal should be included in the adopted Plan. However, as the Council made a commitment to a full public consultation on this boundary once the LDP was adopted, this was carried out between January and February 2015, and one supportive representation was received.
- 2.2 The next stage is to formally designate the new and amended conservation areas which have already been approved through the LDP. Thereafter Article 4 Directions need to be prepared for all new and existing conservation areas in Inverclyde to cover those activities deemed not to be permitted development and which are not covered in the Town and Country Planning (General Permitted Development) (Scotland) Amendment Order 2011.
- 2.3 Scottish Government advises that it is also advantageous to prepare Conservation Area Appraisals for designated conservation areas which assist in their management and their protection and enhancement.

3.0 RECOMMENDATION

- 3.1 That Committee:
- Notes that there were no objections to the recent consultation on the proposed conservation area boundary at The Cross, Kilmacolm;
 - approves the designation of conservation areas at The Cross, Kilmacolm, West Bay and Shore St/Kempock St, Gourrock and the amendment of the existing conservation area boundary in Inverkip;
 - approves public consultation on proposed Article 4 Directions for all conservation areas in Inverclyde; and
 - approves the investigation into the preparation of Conservation Area Appraisals for all eight conservation areas.

Aubrey Fawcett
Corporate Director, Environment, Regeneration and Resources

4.0 BACKGROUND

- 4.1 The Inverclyde Local Development Plan: Proposed Plan (May 2013) included proposals under Policy HER3 for three new conservation areas and an amendment to an existing conservation area. The proposal for a new conservation area at The Cross, Kilmacolm was the only one that received representations during the consultation period, and this required to be taken to Examination by reporters appointed by Scottish Ministers. The Examination concluded that the proposal for a conservation area at The Cross should be included in the adopted Plan along with those at West Bay and Shore Street/Kempock Street, Gourrock. In its submission to the Scottish Government for the Examination, the Council made a commitment that a full public consultation would be carried out on the finalised conservation area boundary in Kilmacolm once the LDP was adopted.
- 4.2 The LDP was adopted on 29 August 2014 and the consultation was carried out between 30 January and 27 February 2015. One representation was received from Kilmacolm Civic Trust stating that they were 'delighted and very content' with the finalised boundary. The absence of more representations is probably because the boundary had already been through a full consultation process with the LDP and the subsequent Examination. The finalised boundary is identified in the adopted Plan.

5.0 PROPOSALS

Conservation Areas

- 5.1 It is now proposed to take forward the designation of the conservation area at The Cross, Kilmacolm along with those at West Bay and Shore Street/Kempock Street, Gourrock which are also identified in the adopted LDP. The amendment to the existing Inverkip Conservation Area boundary will also be taken forward and the conservation area boundary re-designated.
- 5.2 Designation and re-designation of the respective conservation area boundaries will entail advertising a street by street description of the boundary, notification of properties within the conservation area (or being removed from it, in the case of Inverkip) and notification to the Scottish Government. The designation of the conservation areas will be effective from the date of confirmation of the boundary by the Scottish Government.

Article 4 Directions

- 5.3 It is also intended to create Article 4 Directions for the proposed new and amended conservation areas and update those for the other four existing conservation areas. The aim of an Article 4 Direction is to ensure that the traditional details which greatly enhance the environment of the conservation area are not removed or altered without prior reference to the Council as Planning Authority and that development does not go ahead which could cumulatively lead to a loss of character within the area.
- 5.4 The Article 4 Direction applies additional controls to changes within the conservation areas by extending planning regulations to works that would otherwise be regarded as permitted development. These restrictions will be over and above those already deemed not to be permitted development in conservation areas under the Town and Country Planning (General Permitted Development) (Scotland) Amendment Order 2011.
- 5.5 It is proposed to carry out a six week consultation period where all residents and businesses within the conservation areas would be notified by letter of the proposed/amended Article 4 Directions and their opinions sought along with those of the relevant statutory undertakers. Details will also be made available at the local libraries.

Conservation Area Appraisals

- 5.6 Planning Advice Note (PAN) 71 states that “A Conservation Area Appraisal is a management tool which helps to identify the special interest and changing needs of an area. It provides the basis for the development of a programme of action that is compatible with the sensitivities of the historic area and enables local authorities to fulfil their statutory duties.” Appraisals provide benefits through informing planning policy and assisting Development Management in both determining applications and defending appeals.
- 5.7 As the Council does not have a Conservation Officer to provide the necessary expertise, Scottish Civic Trust was asked to provide costs for the preparation of Appraisals for all eight conservation areas in Inverclyde. This includes background research, survey work, community engagement and report writing and, if considered appropriate, could be carried out on a priority basis over a period of time, as funding permits.

6.0 IMPLICATIONS

6.1 Finance

Financial implications

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
n/a	n/a	n/a	n/a	n/a	n/a

Annually Recurring Costs/Savings

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From	Other Comments
n/a	n/a	n/a	n/a	n/a	n/a

6.2 Legal

There are no direct legal implications arising from this report.

6.3 Human Resources

There are no direct human resource implications arising from this report.

6.4 Equalities

There are no direct equalities implications arising from this report.

6.5 Repopulation

There are no direct repopulation implications arising from this report.

7.0 CONSULTATIONS

7.1 **Chief Financial Officer:** no requirement to comment.

7.2 **Head of Legal and Property Services:** no requirement to comment.

7.3 **Head of Organisational Development, HR and Communications:** no requirement to comment.

8.0 BACKGROUND PAPERS

- 8.1
1. Inverclyde Local Development Plan 2014
 2. Report of Examination on Inverclyde Local Development Plan 2014

Report To:	Environment and Regeneration Committee	Date: 30 April 2015
Report By:	Corporate Director, Environment, Regeneration and Resources	Report No: E&R/15/04/10/SJ/PM
Contact Officer:	Stuart W. Jamieson	Contact No: 2402
Subject:	Climate Change (Scotland) Act 2009: Public Bodies Duties Action Plan – Year Two Progress	

1.0 PURPOSE

- 1.1 The purpose of this report is to provide an update on progress in the second year of the approved action plan aimed at ensuring the Council meets its obligations under Part 4 of the Climate Change (Scotland) Act 2009, 'Duties of Public Bodies Relating to Climate Change'. The action plan, with updates, is attached as an appendix.

2.0 SUMMARY

- 2.1 The Environment and Regeneration Committee, in May 2013, approved a report listing actions with which to ensure the Council meets its obligations under Part 4 of the Climate Change (Scotland) Act 2009, 'Duties of Public Bodies Relating to Climate Change'. Progress on those actions was to be reported annually. This report provides the second year update on progress of the actions listed.
- 2.2 The action plan was devised by a cross-Directorate working group with actions categorised as follows:
- Health and well-being
 - Education and awareness-raising
 - Energy
 - Resource management
 - Sustainable procurement
 - Water
 - Planning and the built environment.

3.0 RECOMMENDATION

- 3.1 It is recommended that the Committee:
- a. notes the second year progress update of the action plan; and
 - b. agrees to receive a report in April/May 2016 on the third year update on progress of the action plan.

Aubrey Fawcett
Corporate Director, Environment, Regeneration and Resources

4.0 BACKGROUND

- 4.1 Climate change is one of the world's greatest environmental threats and requires major action in terms of both mitigation and adaptation. The Scottish Government, therefore, devised the Climate Change (Scotland) Act 2009. The 'Act' notably sets reduction targets for CO₂ emissions (the largest contributor to climate change) of 42% by 2020 and 80% by 2050. Moreover, Part 4 of the Act entitled 'Duties of Public Bodies Relating to Climate Change' (commonly referred to as 'public bodies duties') places an obligation on all public bodies, such as Local Authorities, to act in a way that helps meet the CO₂ reduction targets, helps deliver programmes to adapt to climate change and that demonstrates sustainability. The public bodies duties part of the Act came into force on 1 January 2011.
- 4.2 Local Authorities are deemed to be 'Major Players' with respect to the Act in that their own impacts on climate change will be relatively significant and that they have a large sphere of influence in promoting action on climate change. In this regard, they are expected to be ambitious in their actions with respect to the public bodies duties.

5.0 ACTION PLAN

- 5.1 A cross-Directorate working group devised an action plan with the aim of ensuring the Council meets the obligations stipulated in the public bodies duties section of the Climate Change (Scotland) Act 2009.
- 5.2 The action plan is made up of a range of initiatives categorised by the following themes:
- Health and well-being
 - Education and awareness-raising
 - Energy
 - Resource management
 - Sustainable procurement
 - Water
 - Planning and the built environment.

The action plan is attached as an appendix.

6.0 IMPLICATIONS

Finance

- 6.1 There are no direct financial implications arising as a result of the second year update on the action plan's progress being reported to Committee.

Financial implications

One off costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
n/a	n/a	n/a	n/a	n/a	n/a

Annually Recurring Costs/Savings

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From	Other Comments
n/a	n/a	n/a	n/a	n/a	n/a

Legal

- 6.2 There are no direct legal implications arising as a result of the second year update on the action plan's progress being reported to Committee.

Human Resources

- 6.3 There are no direct human resource implications arising as a result of the second year update on the action plan's progress being reported to Committee.

Equalities

- 6.4 There are no direct equalities implications arising as a result of the second year update on the action plan's progress being reported to Committee.

Repopulation

- 6.5 A number of the initiatives detailed in the action plan support delivery of the repopulation agenda.

7.0 CONSULTATIONS

- 7.1 Officers from a number of Services have been consulted with regard the content of this report.

8.0 CONCLUSION

- 8.1 The Council has an obligation to adhere to the requirements stated in Part 4 of the Climate Change (Scotland) Act 2009, 'Duties of Public Bodies Relating to Climate Change' since it came into force in January 2011. An action plan stating initiatives with which to meet these obligations was approved by the Committee in May 2013. Moreover, the Committee agreed to receive annual updates on progress of the action plan. This report provides an update of progress in the second year of the action plan for Members' approval.

9.0 LIST OF BACKGROUND PAPERS

- 9.1 None.

Appendix

INVERCLYDE COUNCIL CLIMATE CHANGE (SCOTLAND) ACT 2009: PUBLIC BODIES DUTIES

ACTION PLAN – YEAR TWO UPDATE - 2015

Theme: Health and well-being

Action	Lead Officer	Timescale
<p>Inverclyde employers maximise and improve their current facilities to facilitate increased participation in physical activity and ensure that physical activity opportunities are a key consideration in all estate development plans.</p> <p><u>April 2015 update:</u></p> <p><i>Cycle to work racks and a shelter have been installed. Inverclyde Leisure has agreed to allow Council employees to use their shower facilities if they have cycled to work or have signed up for new lunchtime jogging sessions.</i></p>	M. Williams/C. Reid	Ongoing
<p>Workplaces within Inverclyde encourage employees to use forms of active travel to and from work and throughout the working day in order that sedentary behaviour is reduced and daily physical activity levels are increased.</p> <p><u>April 2015 update:</u></p> <p><i>The Council's Cycle to Work scheme was been operational since 17 February 2014 to enable employees to purchase bicycles at a discounted cost which is deducted per month from their salaries. So far 144 people have purchased bikes (£80,000).</i></p> <p><i>A staff 'cycle around Millport challenge' was also run in Sept. 2014 and was a very successful day out so will be repeated annually.</i></p> <p><i>An 8-week 'walk at work' pedometer challenge saw 85 employees signing up, many of whom continued to walk and lose weight in the process over the summer using our local riverside paths and routes plan.</i></p> <p><i>'Exercise at your desk' promotions are encouraging people to reduce the effects of sedentary roles and behaviours and the effect on health.</i></p> <p><i>A forward planner of events is made available to employees every six months to incorporate summer and winter activities.</i></p>	M. Williams/C. Reid	Ongoing

<p><i>Inverclyde Council and the NHS are joining forces to merge our separate Healthy Working Lives programmes and combine our Healthy Working Lives Task Group to maximise efforts to improve health and wellbeing in this area.</i></p> <p><i>A new staff newsletter – ‘Your Well-Being World’ – is being circulated to employees via the group.</i></p> <p><i>Staff ‘MOTs’ (health checks) took place throughout April 2014 and more are planned this year throughout the Council’s offsite areas to encompass low paid employees. The chambers of commerce have been contacted to come on board to encourage more local businesses to sign up to this initiative to improve employee health.</i></p>		
<p>Increasing physical activity is a key outcome within Inverclyde Council and CHCP’s strategic planning frameworks.</p> <p><u>April 2015 update:</u></p> <p><i>For each area of the Inverclyde Active Living Strategy implementation plan, quarterly reports are updated on the Council’s performance management system via our Health, Safety & Wellbeing Committee.</i></p>	M. Williams	Ongoing
<p>The ‘school journey’ is physically active and takes place in a safe and environmentally-friendly way.</p> <p><u>April 2015 update:</u></p> <p><i>Walk to School Week and Bikeability Scotland cycling proficiency for pupils from P5 to S2 continues to be promoted.</i></p>	J. Graham	Ongoing
<p>By 2022, 80% of school children will utilise a form of active travel to and from school.</p> <p><u>April 2015 update:</u></p> <p><i>No updates from year one progress update of action plan – 40% of primary pupils and 36% of secondary pupils walk to school while 15% of primary pupils and 8% of secondary pupils ‘park and stride’ to school.</i></p>	E. Robertson	Ongoing
<p>An intranet communication resource (Glow) is available to promote active school travel to all teachers, pupils and parents with all schools and education establishments having an effective travel plan by 2015 which promotes walking and cycling.</p> <p><u>April 2015 Update:</u></p>	E. Robertson	Ongoing

<i>Schools continue to implement their travel plans.</i>		
<p>Safe and environmentally-friendly precincts (residential and shopping areas) encourage more people to walk/cycle.</p> <p><u>April 2015 update:</u></p> <p><i>This action continues to be progressed by the Active Living Strategy Group.</i></p>	E. Robertson	Ongoing

Theme: Education and awareness-raising

Action	Lead Officer	Timescale
<p>Promote national environmental campaigns to encourage staff, pupils and local residents to support their aims and objectives.</p> <p><u>April 2015 update:</u></p> <p><i>Promotion of Earth Hour 2015.</i></p>	P. Murphy/R. Lamb	Ongoing
<p>Promote the annual Winter Campaign to encourage staff, pupils and local residents to take action to care for the environment during the winter months.</p> <p><u>April 2015 Update:</u></p> <p><i>Winter Campaign 2015 involved postings of environmental information on ICON, the Council website, billboards and residents newsletter.</i></p>	Graeme Blackie	Annually in December
<p>School Green Charters – energy efficiency lesson: deliver the lesson to primary schools to support the <i>action on energy saving</i> component of their School Green Charters.</p> <p><u>April 2015 update:</u></p> <p><i>Energy efficiency lessons were postponed in summer 2014 for a reassessment of priorities. It is proposed they will resume after the summer holidays.</i></p>	P. Murphy	Ongoing
<p>Implement the staff carbon management education and awareness-raising programme.</p> <p><u>April 2015 update:</u></p> <p><i>A pilot is being undertaken of the Carbon Trust behaviour change software EMPOWER. The software aims to make staff more aware of carbon emissions</i></p>	P. Murphy	Ongoing

<p><i>generated in the workplace and at home. The software is being piloted in the Planning Policy and Technical Services offices.</i></p> <p><i>The environmental energy saving video is loaded and available on the Portable Play Stations. It has been advertised on the corporate course planner via ICON news feed, available to download from the learning and development section of ICON and is listed on leaflets being distributed around the training suite.</i></p>		
<p>Recruit a network of staff and pupil <i>Green Charter Champions</i> to support delivery of the corporate Green Charter, Carbon Management Plan 2012/17, School Green Charters and other environmental priorities.</p> <p><u>April 2015 update:</u></p> <p><i>There is involvement of staff in schools through the Eco-Schools programme and School Green Charter to help deliver the Council's sustainability agenda. Note, however, that the Schools Green Charter has reached the end of its 3-year action plan so looking to establish further programmes under the remit of the Schools Green Charter.</i></p>	P. Murphy/R. Lamb	Ongoing
<p>Work with Human Resources to consider how the climate change agenda can be incorporated into the induction programme, job descriptions etc.</p> <p><u>April 2015 update:</u></p> <p><i>The environmental energy saving video is loaded and available on the Portable Play Stations. It has been advertised on the corporate course planner via ICON news feed, available to download from the learning and development section of ICON and is listed on leaflets being distributed around the training suite.</i></p>	P. Murphy	Ongoing
<p>Build on the baseline number of educational establishments that have Eco School status.</p> <p><u>April 2015 update:</u></p> <p><i>One nursery school has achieved Green Flag status, one primary school has achieved a renewal of its Green Flag status and one school has withdrawn from the Eco-schools programme. Plan to include renewal of Green Flag status within the new programmes under the Schools Green Charter. This is to ensure there is continuity in schools in promoting the Council's sustainability agenda.</i></p>	P. Murphy/R. Lamb	Ongoing
<p>Introduce a competition or conference-type event</p>	P. Murphy/R. Lamb	Ongoing

<p>aimed at raising awareness of, and achieving buy-in to, the climate change agenda.</p> <p><u>April 2015 Update:</u></p> <p><i>There have been a number of events in schools aimed at promoting the climate change agenda, such as recycling school canteen waste as part of Waste Week and 'Eco Days'.</i></p>		
<p>Devise and implement a climate change-themed continual professional development opportunity for teaching staff.</p> <p><u>April 2015 Update:</u></p> <p><i>CPD course on Learning for Sustainability provided to more than 25 teaching staff.</i></p>	P. Murphy/R. Lamb	Ongoing

Theme: Energy

Action	Lead Officer	Timescale
<p>Establish an Energy Management Group to monitor energy usage, initiate energy reduction initiatives and manage energy budgets.</p> <p><u>April 2015 Update:</u></p> <p><i>The new Head of Legal and Property Services has taken over as chair of the Energy Group following the retirement of the former Head of Property, Assets and Facilities Management. The Group continues to meet bi-monthly to discuss issues concerning energy management and reduction and billing. The Group was set up initially to help achieve the Worksteam Savings target. This target has now been achieved so a report is being drafted to look at the future role of the Energy Group.</i></p>	G. Malone	Ongoing
<p>Establish processes for ensuring all design schemes take account of energy/carbon reduction.</p> <p><u>April 2015 Update:</u></p> <p><i>Current Buildings Regulations stipulate certain energy efficiency criteria for new buildings and refurbishments.</i></p>	G. Malone	Ongoing
<p>Introduce consideration of renewables into all new built and refurbishment projects.</p> <p><u>April Update:</u></p>	G. Malone	Ongoing

<p><i>Current Buildings Regulations encourage the implementation of renewable energy technologies in new buildings and refurbishments. There are plans to incorporate solar photovoltaic cells to generate electricity in the refurbishments of Ardgowan and St Patrick's Primary Schools.</i></p>		
<p>Promote Hydro Electric Scheme.</p> <p><u>April 2015 Update:</u></p> <p><i>The Council and Scottish Water have jointly committed to a partnership development of a hydro scheme at Hole Burn on Greenock Cut and a hydrology study and energy generation capability study are ongoing.</i></p>	G. Malone	Ongoing

Theme: Resource management

Action	Lead Officer	Timescale
<p>Further develop residual waste treatment options through contracts reducing the amount of waste being sent to landfill.</p> <p><u>April 2015 Update:</u></p> <p><i>Continuing to work with residual waste contractor to progress this action. The contract is due for renewal next year, whereby, it is planned to include more stringent targets in diverting waste from landfill in the new contract.</i></p>	K. Lang/C. Wilson	Ongoing
<p>Increase yield of glass collected through current and future infrastructure.</p> <p><u>April 2015 Update:</u></p> <p><i>Fortnightly kerbside glass collection service introduced to almost 28,000 households in December. Potential to divert up to 1,300 tonnes of glass waste per annum from landfill.</i></p>	K. Lang/C. Wilson	Ongoing
<p>Expand the range of materials which can be recycled, directly and indirectly, at household waste recycling centres in order to optimise recycling performance to meet the targets set out in the Zero Waste Regulations.</p> <p><u>April 2015 Update:</u></p> <p><i>The range of materials acceptable for recycling has expanded to include hard plastic and gyp rock. Currently consulting with Zero Waste Scotland on market development with which to further the range of materials and items that can be recycled.</i></p>	C. Wilson/M. Vize	Ongoing

Continue to develop and deliver locally based education and promotion campaigns to encourage waste minimisation and maximise recycling/composting among householders. <u>April 2015 Update:</u> <i>Education campaign delivered on kerbside glass recycling.</i>	K. Lang/A. Hughes	Ongoing
Identify additional recycling services for commercial properties. <u>April 2015 Update:</u> <i>Food waste collection services have now been delivered to all schools. Approximately 112 business premises receiving food waste collection services and food waste collection has further been delivered to large food waste producing companies.</i>	K. Lang/A. McQuillan	2016
Promote Site Waste Management Plans as a mandatory requirement of construction. <u>April 2015 Update:</u> <i>All major construction projects contain the requirement for the contractor to put in place a Site Waste Management Plan.</i>	A. McClintock/Waste Strategy Unit	Ongoing

Theme: Sustainable procurement

Action	Lead Officer	Timescale
Include sustainability aspects within all new Inverclyde tendering opportunities, where appropriate. <u>April 2015 Update:</u> <i>The Council's tender strategies continue to be developed to include sustainability aspects and consideration is given to weighting sustainability and environmental criteria as appropriate.</i>	Kirsty Munro	Ongoing
Actively participate in relevant sustainable networks. <u>April 2015 Update:</u> <i>The Corporate Procurement Team liaise and collaborate with a number of procurement agencies including Scottish Procurement and Scotland Excel, as well as with neighbouring Local Authorities. Officers</i>	Kirsty Munro	Ongoing

<i>also attend internal working groups such as the Energy Group and the Carbon Management Plan Technical Working Group.</i>		
<p>Consult and seek guidance regarding environmental and sustainable developments from sustainability experts within the Council.</p> <p><u>April 2015 Update:</u></p> <p><i>The Council's tender work plan is reviewed by the Designated Procurement Officers Group and the Carbon Reduction Officer. Corporate Procurement is also represented in the Carbon Management Plan Technical Working Group.</i></p>	Kirsty Munro	Ongoing

Theme: Water

Action	Lead Officer	Timescale
<p>Establish an Energy Group to promote water-saving initiatives, provide design guidance for water-saving measures in new build and refurbishment, monitor water use through smart metering and identify issues and raise awareness of water efficiency issues with staff.</p> <p><u>April 2015 Update:</u></p> <p><i>The new Head of Legal and Property Services has taken over as chair of the Energy Group following the retirement of the former Head of Property, Assets and Facilities Management. The Group continues to meet bi-monthly to discuss issues concerning water management and reduction and billing. The Group was set up initially to help achieve the Worksteam Savings target. This target has now been achieved so a report is being drafted to look at the future role of the Energy Group.</i></p>	G. Malone	Ongoing
<p>Promote Sustainable Urban Drainage Schemes for all new build and, where appropriate, refurbishment projects. Identify opportunities for reduction of impact of surface water.</p> <p><u>April 2015 Update:</u></p> <p><i>All new builds where possible incorporate Sustainable Urban Drainage Schemes in their designs to allow surface water to drain to culverts and watercourses other than the public sewer.</i></p>	S. Jamieson/G. Malone	Ongoing

Theme: Planning and the built environment

Action	Lead Officer	Timescale
<p>Support for Renewable Energy, subject to impact upon natural heritage, landscape, biodiversity, water quality and air quality (assists in the promotion of renewable sources of energy).</p> <p><u>April 2015 update:</u></p> <p><i>The total number of turbines granted in the Council area remains at 34 since June 2006.</i></p> <p><i>A Landscape Capacity Study for Wind Turbine Development in Glasgow and the Clyde Valley has been completed and will assist in the assessment of future wind turbine applications and be used to update the amended Local Development Plan Supplementary Guidance on 'Renewable Energy' which is currently in preparation.</i></p>	S. Jamieson	Ongoing
<p>Integration of Land Use and Sustainable Transport. Key policies include: development within the urban area, promoting town centres, regeneration and renewal and protecting the Green Belt and the countryside (assists in the promotion of sustainable transport and active travel).</p> <p><u>April 2015 update:</u></p> <p><i>There have been no strategic developments approved in the Green Belt during the period between April 2014 and March 2015. However two housing sites were released from the Green Belt in August 2014 through the Local Development Plan process. These sites were released for development on the basis of sustainable transport principles.</i></p> <p><i>Regeneration projects for Port Glasgow and Gourock town centres, in partnership with Riverside Inverclyde, are ongoing.</i></p>	S. Jamieson	Ongoing
<p>Support for Sustainable Economic Growth (assists in the promotion of sustainable transport and active travel).</p> <p><u>April 2015 update:</u></p> <p><i>Between April 2013 and March 2014, the take-up for industry and business land was 3.11ha. The total land supply stands at 35.78ha, of which 27.08ha is marketable. The latest completed audit was after March</i></p>	S. Jamieson	Ongoing

2014.		
<p>Promotion and protection of the Green Network, including biodiversity (assists in the promotion of the health and active travel agendas).</p> <p><u>April 2015 Update:</u></p> <p><i>Plan Bee – A beehive was funded at St Stephens High School, part of the shared campus school in Port Glasgow, as part of a Commonwealth Games Legacy Project to raise awareness of and help to halt honey bee decline.</i></p> <p><i>Publication of Inverclyde Council’s first Biodiversity report in December 2014.</i></p> <p><i>Partnership working with Central Scotland Green Network to identify future opportunities.</i></p> <p><i>Heritage Trail – interpretation to be installed at 24 waterfront locations, encouraging use of existing networks as learning places. It also involves the retention and promotion of existing routes as a key local asset.</i></p> <p><i>Phase 2 feasibility study for Heritage Inverclyde initiative undertaken.</i></p> <p><i>Promotion of the concept of a wider Clyde Coast Trail, linking through to adjoining local authorities.</i></p> <p><i>Involvement in the Climate Ready Clyde initiative.</i></p>	C. Cairns	Ongoing
<p>Protection of natural heritage designations (assists in the promotion of the health agenda).</p> <p><u>April 2015 Update:</u></p> <p><i>Planning applications continue to be referred for comments regarding biodiversity and/or natural heritage designations.</i></p>	C. Cairns	Ongoing
<p>The Building Standards function will, through the proper application of the national Building Standards:</p> <ul style="list-style-type: none"> • ensure that new and converted buildings are protected from the results of flooding and the accumulation of ground water; • surface water discharges are, where possible, by means of a sustainable urban drainage system; • the energy performance of buildings are capable of reducing carbon dioxide emissions 	Iain Roche	Ongoing

through target emission rating, elemental backstops and display of Energy Performance Certificates and are designed and constructed to a sustainable level through sustainability labelling of buildings.

April 2015 update:

This action is ongoing through the proper application of the national Building Standards, assisted by the introduction of a new energy efficiency policy in the Local Development Plan. The national standards are being revised in October 2015 to achieve an improvement, for new homes reducing emissions by approximately 21% compared to the previous 2010 standards (45% compared to the 2007 standards), and for new non-domestic buildings approximately 43% compared to the previous 2010 standards (60% compared to the 2007 Standards).

Report To: Environment and Regeneration Committee **Date: 30 April 2015**

**Report By: Corporate Director Environment,
Regeneration and Resources**

**Report No:
ERC/ENV/IM/15.229**

Contact Officer: Robert Graham

**Contact No:
01475 714827**

**Subject: Environmental and Commercial Services (Roads) – SPT Grant Funded
Projects (2015/16)**

1.0 PURPOSE

1.1 The purpose of this report is to advise Committee of the SPT approved Grant Funded Projects.

1.2 The projects approved in 1.1 above are as detailed below:

- (1) **SPT** have approved **Category 1** Projects to be undertaken during 2015/16
- (2) **Category 2** Projects being considered by SPT for 2015/16 grant funding:

Category 1

Quality Bus Corridor Improvements
Regional Cycle Route R21 (Coronation Park)

Category 2

Extension of National Cycle Route N753
National Cycle Route Newark Castle to Parklea (Feasibility)
Improved Access to Port Glasgow Rail Station (Feasibility)

2.0 SUMMARY

2.1 SPT grant funded projects for Environmental and Commercial Services (Roads) are as detailed in 5.1 below and are valued at £114,000 (Cat 1) and £130,000 (Cat 2) respectively.

2.2 Payment of the funding will be by grant made in arrears on the basis of evidenced expenditure.

2.3 The Partnership has approved the allocation of (1) £25,000 for the further improvements of the Quality Bus Corridor; (2) £89,000 for the extension of Regional Cycle Route R21 through Coronation Park.

Subject to match funding from SUSTRANS (2) above will reduce to £40,000.

These projects will be executed by the Council on behalf of SPT.

2.4 The Partnership will consider funding the above Category 2 projects subject to any underspends against SPT's overall Category 1 projects.

- (1) £50,000 Extension of National Cycle Route N753 at Inverkip, (2) £25,000 Regional Cycle Route R21 Newark Castle to Parklea (Feasibility), (3) £55,000 Port Glasgow Station Access Improvements (Feasibility)

2.5 The programme does not include roads infrastructure projects associated with the School Re-provisioning Programme which will be funded through the Education and Communities budget.

3.0 RECOMMENDATIONS

3.1 That Committee note and approve the SPT approved project list detailed below in 5.1 for 2015/16.

3.2 That Committee note the investment by SPT for (1) £25,000 for the further improvements of the Quality Bus Corridor; (2) £89,000 for the extension of Regional Cycle Route R21 through Coronation Park.

Ian Moffat
Head of Environmental and Commercial Services

4.0 BACKGROUND

4.1 At its meeting of the full Partnership on 30 January 2015 Strathclyde Partnership for Transport approved grant funding for projects as detailed in 5.1 below.

4.2 The SPT approved Cat 1 projects are:

1. Extension of the Quality Bus Corridor (Belville St., Regent St., Kilmacolm Road)
Work will include installing raised kerbs at selected bus stops and the appropriate prescribed carriageway markings.
2. Extension of the Regional Cycle Route R21 through Coronation Park, Port Glasgow

4.4 The above projects embrace the policies of the Local Transport Strategy. In particular Policies Pbus1, Pbus4, Pbus5, Pbus10 and Pbus11 support 1 above. Policies Pc1, Pc4, Pc5 and Pc9 support 2 above. Policy Paccess1 supports 1 above.

4.5 The proposed funding for the above programme:

(i) total SPT grant (2015/16) £114,000

4.6 SPT Project costs are inclusive of fees.

All costs have been compiled on the basis of assessed unit costs and not on priced bills of quantities which will be prepared when the programme has been approved.

5.0 PROPOSALS

5.1 SPT Grant Funded projects for 2015/16

Category 1 Projects	2015/16
Quality Bus Corridor Improvement	
Estimated Cost of Project	£25,000
Extension of Regional Cycle Route R21 Coronation Park, Port Glasgow	
Estimated Cost of Project	£89,000

Total Estimated Cost of Category 1 Projects £114,000

Category 2 Projects	2015/16
Extension of National Cycle Route N753 at Inverkip	
Estimated Cost of Project	£50,000
Regional Cycle Route Newark Castle to Parklea (Feasibility)	
Estimated Cost of Project	£25,000
Improved Access to Port Glasgow Rail Station (Feasibility)	
Estimated Cost of Project	£55,000

Total Estimated Cost of Category 2 Projects £130,000

5.2 The above projects will be managed, supervised and, where appropriate, constructed by Environmental and Commercial Services (Roads).

6.0 IMPLICATIONS

- 6.1 It is proposed that all costs associated with the grant funded programme of projects will be contained within the approved budget allocation.

Financial Implications – One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed spend this report	Virement from	Other comments
Roads Capital Programme	SPT Grant Funding		£114,000	n/a	Payment of the funding will be by grant made in arrears based on expenditure.
Capital Grant	SPT Grant Income		(£114,000)	n/a	

Annually Recurring Costs/Savings

Cost Centre	Budget Heading	With Effect from	Annual Nett Impact	Virement from (if Applicable)	Other Comments
Roads Revenue	Roads revenue maintenance	2015/16	£5,000		To be contained within existing Revenue budget

6.2 Legal

There are no legal implications associated with this report.

6.3 Human Resources

There are no Human Resource issues associated with this report.

6.4 Equalities

The further development of the Quality Bus Corridor provides a variety of improvements to the roads infrastructure which benefit a number of groups within the community including the elderly, the infirm, the disabled and parents with prams/buggies.

The ongoing development of the cycle network throughout Inverclyde will provide both recreational and health benefits to all groups across the social spectrum.

6.5 Repopulation

The provision of improved infrastructure associated with the local bus network will contribute to the overall appeal of Inverclyde as a preferred place to reside.

The further development of the National Cycle Route also provides an excellent recreational outlet for families and will contribute to the overall appeal for those considering relocating to the area.

7.0 CONSULTATIONS

- 7.1 The Chief Financial Officer has been consulted on this report.

- 7.2 The Head of Legal and Property Services has been consulted on this report.

8.0 BACKGROUND PAPERS

- 8.1 None.

Report To: Environment and Regeneration Committee **Date: 30 April 2015**

**Report By: Corporate Director Environment,
Regeneration and Resources**

**Report No:
ERC/ENV/IM/15.233**

Contact Officer: Robert Graham

**Contact No:
01475 714827**

**Subject: Environmental and Commercial Services (Roads) – Sustrans Grant
Funded Projects (2015/16)**

1.0 PURPOSE

1.1 The purpose of this report is to advise Committee of the Sustrans Grant Funded Projects expected to be approved by Sustrans on 17 April 2015.

1.2 The projects expected to be approved in 1.1 above are as detailed below:

R21 Cycle track construction – Coronation Park, PG to Newark Castle Park

R21 Feasibility Study – Newark Castle Park to Parklea

2.0 SUMMARY

2.1 Proposed Sustrans grant funded projects for Environmental and Commercial Services (Roads) are as detailed in 5.1 below and are valued at £60,000. The grant funding is awarded on the basis of match funding from either Inverclyde Council or other Agencies.

2.2 Payment of the funding will be by grant made in arrears on the basis of evidenced expenditure.

2.3 The Sustrans Board sits on 17 April 2015 to approve the allocation of (1) £40,000 for the construction of the R21 cycle track from Coronation Park to Newark Castle Park; (2) £20,000 for the feasibility study for the R21 cycle track from Newark Castle Park to Parklea.

Match finding for (1) above will be provided by SPT

Match funding for (2) above will be provided by Inverclyde Council

These projects will be executed by the Council on behalf of Sustrans.

3.0 RECOMMENDATIONS

3.1 That Committee note and approve the project list for Sustrans approval detailed below in 5.1 for 2015/16.

3.2 That Committee note the investment by Sustrans for (1) £40,000 for the construction of the R21 cycle track from Coronation Park to Newark Castle Park; (2) £20,000 for the feasibility study for the R21 cycle track from Newark Castle Park to Parklea.

4.0 BACKGROUND

4.1 At its Board meeting on 17 April 2015 the Sustrans Board sits to approve grant funding for projects as detailed in 5.1 below.

4.2 The projects submitted for Sustrans approval are:

1. R21 Cycle track construction – Coronation Park, PG to Newark Castle Park
2. R21 Feasibility Study – Newark Castle Park to Parklea

4.3 The above projects embrace the policies of the Local Transport Strategy. In particular Policies Pwalk1, Pwalk3, Pwalk6, Pwalk8 and Pwalk9 support 1 & 2 above. Policies Pc1, Pc4, Pc5 and Pc9 also support 1& 2 above.

4.4 The proposed funding for the above programme:

(i) total Sustrans grant (2015/16) £60,000

4.5 All costs have been compiled on the basis of assessed unit costs and not on priced bills of quantities which will be prepared when the programme has been approved.

5.0 PROPOSALS

5.1 Proposed Sustrans Grant Funded projects for 2015/16

Category 1 Projects	2015/16
R21 Cycle track construction – Coronation Park, PG to Newark Castle Park	
Estimated Cost of Project	£40,000
R21 Feasibility Study – Newark Castle Park to Parklea	
Estimated Cost of Project	£20,000

Total Estimated Cost of Category 1 Projects £60,000

5.2 The above projects will be managed, supervised and, where appropriate, constructed by Environmental and Commercial Services (Roads).

6.0 IMPLICATIONS

6.1 It is proposed that all costs associated with the grant funded programme of projects will be contained within the approved budget allocation.

Financial Implications – One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed spend this report	Virement from	Other comments
Roads Capital Programme	Sustrans Grant Funding		£60,000	n/a	Payment of the funding will be by grant made in arrears based on expenditure.
Capital Grant	Sustrans		(£60,000)	n/a	

	Grant Income				
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Annually Recurring Costs/Savings

Cost Centre	Budget Heading	With Effect from	Annual Nett Impact	Virement from (if Applicable)	Other Comments
Roads Revenue	Roads revenue maintenance	2015/16	£3,000		To be contained within existing Revenue budget

6.2 Legal

There are no legal implications associated with this report.

6.3 Human Resources

There are no Human Resource issues associated with this report

6.4 Equalities

The ongoing development of the cycle network throughout Inverclyde will provide both recreational and health benefits to all groups across the social spectrum.

6.5 Repopulation

The further development of the National Cycle Route also provides an excellent recreational outlet for families and will contribute to the overall appeal for those considering relocating to the area.

7.0 CONSULTATION

7.1 The Chief Financial Officer has been consulted on this report.

7.2 The Head of Legal and Property Services has been consulted on this report.

8.0 BACKGROUND PAPERS

8.1 None.

Report To:	Environment & Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director Environment, Regeneration & Resources	Report No:	ERC/ENV/IM/15.231
Contact Officer:	Robert Graham	Contact No:	714827
Subject:	Flooding Update No. 5		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide an update to Committee on the progress of the Greenock Flood Prevention Scheme. The priority is to complete all phases of the Scheme by March 31st 2016 in accordance with the terms of the support funding from the Scottish Government.

2.0 SUMMARY

- 2.1 In line with our targeted spend for 2014/15 three schemes that form part of the Central Greenock Flood Protection Scheme are nearing completion. The total value of these contracts against the flooding budget is around £377,000.
- 2.2 Officers are now working on the contracts for the next phases of the Greenock Flood Protection Scheme which will involve major works totalling £1,911,000 throughout this financial period.

These contracts will include works at: Cartsburn Street, Mearns Street, Kings Glen, Rankin Park, Lady Alice Pond, West Station and Brougham Street (all in line with previous report of 15th January).

- 2.3 As reported to Committee on the 15th of January 2015, the anticipated value of the Cartsburn Street contract is such that it would normally require Committee approval to make the award. It is recommended that the Head of Legal & Property Services be given delegated authority to accept the most economically advantageous tender for the Cartsburn Street Flood Protection contract due to commence on 15 June 2015. The estimated value of this contract is £600,000.
- 2.4 Scottish Water submitted a proposed agreement for working together on the Integrated Catchment Study and this has been reviewed by Legal Services and returned for comment.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee:
- 3.2 Note the progress that has been made on the Central Greenock Flood Protection Scheme.
- 3.3 Grants authority to the Head of Legal and Property Services to accept the most economically advantageous tender received for the Cartsburn Flood Protection Project.

Ian Moffat
Head of Environmental and Commercial Services

4.0 BACKGROUND

- 4.1 As previously intimated, the automatic trash screen at Crescent Street has been operational since mid-January. The additional monitoring equipment required for the joint research project with Heriot Watt University has been installed and data collection is now in progress. This research is being fully funded by the Scottish Roads Research Board on behalf of Transport Scotland and will examine if the innovative approach taken by Inverclyde can be effectively utilised across Scotland.
- 4.2 The contract to install a flood relief pipe at Aberfoyle Road was substantially complete at the end of March with only minor landscaping and site clearance to be finished.
- 4.3 The contract to replace the culvert on the Eastern Line of Falls adjacent to Drumfrochar Road has progressed well and was expected to be complete by mid-April. The cost of the contract is being shared 50:50 with Scottish Water and is substantially on budget.
- 4.4 The next phase of the Central Greenock Flood Protection Scheme includes major works in Cartsburn Street to increase existing culvert capacity. Other work included in this contract are formalising the existing attenuation at Kings Glen and construction of a flow control structure on the Eastern Line of Falls at Mearns Street. This contract, which will take around 5 months to complete is currently out to tender and is due to be returned on 1st May with construction anticipated to commence in June 2015.
- 4.5 A review of the data required for the Integrated Catchment Study has been completed and provided to Scottish Water. It is expected that much of the previous modelling that has been done on minor culverted watercourses will be of significant benefit towards the overall data collection requirements. The legal agreement with Scottish Water for the study has been reviewed and sent back for final comment.
- 4.6 A potential alternative route for the Brougham Street flood relief pipe is currently being discussed with Peel Ports. Installation of the proposed pipe through the container terminal will reduce the potential disruption to traffic and businesses through the Brougham Street area. . This route option will also avoid the diversion of existing services under the road.

Peel Ports are currently preparing a legal agreement for the Council's consideration. The work area will have to be permanently secured during the construction phase and any fencing will be removed upon completion.

- 4.7 Design work to develop a robust scheme for the West Station area is progressing, but there is a more complicated mechanism of flooding that initially understood. Investigations have highlighted that much of the surface water flow arises from the trunk road and discussions are well advanced with Transport Scotland to contribute towards the solution.

Part of the proposal under consideration for West Station may involve making use of the abandoned railway cutting which passes from Wellington Street to Inverkip Road to store excess flood water during extreme events. Discussions are well advanced with the Highways Agency, which is responsible for this part of the Historic Rail Estate, to determine if this would be a viable option.

5.0 IMPLICATIONS

Finance

5.1 Financial Implications: One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
Flooding Strategy	Capital Grant	2015/16	(1,743)		Central Greenock Flooding Scheme part funded by the Scottish Government.
	Central Greenock Flood Prevention Scheme	2013/16	2,200		
	Free Reserves	2013/17 2015/18	776 950		Remainder of approved flooding monies not yet allocated. Extra funding requested from Reserves as part of the budget

Annually Recurring Costs / (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (if Applicable)	Other Comments
Roads	Minor Works	2015/16	(£3)		Savings to be retained in the overall budget to improve flooding maintenance work in other areas

5.2 Human Resources

This report has no implications for Human Resources.

5.3 Equalities

This report has no implications for the Council's equality and diversity policies. However, any flood prevention activity will have a positive impact on the groups of people who are disproportionately affected by flooding issues. These groups include the elderly, people with disabilities, and low income families with children where there is increased reliance on public transport and local services.

5.4 Repopulation

Continued flooding on the main transport routes through Inverclyde will have a negative impact on the area's attractiveness and businesses and as such will have an adverse impact on the Council's efforts to stabilise and grow the area's population.

6.0 CONSULTATIONS

6.1 Financial Services have been consulted on this report

6.2 The Head of Legal and Property Services have been consulted on the contents of this report.

Report To:	Environment and Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director – Environment, Regeneration and Resources	Report No:	ECR/ENV/IM/15.232
Contact Officer:	R. Graham	Contact No:	01475 714827
Subject:	Road Safety Inspection and Fault Categorisation Guidance Document		

1.0 PURPOSE

- 1.1 To inform Committee of the proposal to introduce a new Road Safety Inspection and Defect Categorisation process developed in collaboration with 11 other Local Authorities.

2.0 SUMMARY

- 2.1 The Council as designated Road Authority has a duty under section 1 of the Roads (Scotland) Act, 1984 to manage and maintain all such roads contained within the “list of public roads” in addition to its obligation under the Occupier Liability (Scotland) Act 1960 to manage and maintain the non-adopted roads assets.
- 2.2 The establishment of an effective regime of safety inspections is a crucial component of road maintenance and compliance with the existing guidance provides a mechanism that enables the Council to successfully defend against any Public Liability Claims that may be raised against them.
- 2.3 A project to develop a new guidance document was initiated by the “Roads Working Group” Roads authorities made up from the former Strathclyde Region and Dumfries & Galloway Councils. A collaborative working group led by North Ayrshire Council was set up to review existing working practices across all the participating authorities and develop the new guidance document.
- 2.4 The new procedure provides a consistent methodology for the management of the road network that focuses on delivering a proactive programme of permanent repairs to improve the condition and safety of the road network.

The consistent approach will provide each of the participating Councils with a position of strength when defending any Public Liability Claims that may be raised against them.

- 2.5 It is further planned to have the Road Safety Inspection and Defect Categorisation Guidance Document reviewed by the Society of Chief Officers of Transportation in Scotland (SCOTS) with a view to having it adopted as policy throughout all Scottish Roads Authorities.

3.0 RECOMMENDATIONS

- 3.1 Committee note the collaborative work carried out to develop a new guidance document that promotes a more proactive approach to road maintenance and a consistent rationale from which Councils would be in a stronger position to defend Public Liability Claims.
- 3.2 Committee recommend to The Inverclyde Council the adoption of the Road Safety Inspection and Fault Categorisation Guidance Document as policy and good practice.

Ian Moffat, Head of Service
Environmental and Commercial Services

4.0 BACKGROUND

- 4.1 The Council as designated Road Authority has a duty under section 1 of the Roads (Scotland) Act, 1984 to manage and maintain all such roads contained within the “list of public roads” in addition to its obligation under the Occupier Liability (Scotland) Act 1960 to manage and maintain the non-adopted roads assets.
- 4.2 The Council currently fulfils its statutory duty to manage and maintain the road network through the operation of the existing Road Safety Inspections and Fault Categorisation procedure and any subsequent amendments in accordance with the guidance set out in the “Well Maintained Highways” Code of Practice.
- 4.3 The establishment of an effective regime of safety inspections is a crucial component of road maintenance and compliance with the existing guidance provides a mechanism that enables the Council to successfully defend against any Public Liability Claims that may be raised against them.
- 4.4 A project to develop a new guidance document was initiated by the “Roads Working Group” Roads authorities made up from the former Strathclyde Region and Dumfries & Galloway Councils. A collaborative working group led by North Ayrshire Council was set up to review existing working practices across all the participating authorities and develop the new guidance document.
- 4.5 The project included Roads Authorities from Argyll & Bute, Dumfries and Galloway, East Ayrshire, East Dunbartonshire, East Renfrewshire, Glasgow City, Inverclyde, Renfrewshire South Ayrshire, South Lanarkshire and West Dunbartonshire Councils.
- 4.6 The Roads Working Group comprising Senior Roads Officers from the above Councils recognised that Councils are currently faced with delivering services within an environment of increasing fiscal austerity and were aware of the benefits that can be achieved from adopting a common approach and the introduction of a minimum standard that follows the principles of the “Well Maintained Highways” Code of Practice.
- 4.7 The new procedure provides a consistent methodology for the management of the road network that focuses on delivering a proactive programme of permanent repairs to improve the condition and safety of the road network.
- 4.8 It is intended that the implementation of this new procedure will also allow performance across Council areas to be monitored, benchmarked and reviewed, implementing any necessary improvements recognised through its use.
- 4.9 The consistent approach will provide each of the participating Councils with a position of strength when defending any Public Liability Claims that may be raised against them.

5.0 PROPOSALS

- 5.1 That Committee note the plans to introduce the new Road Safety Inspection and Defect Categorisation Guidance Document from 1 May 2015.

6.0 IMPLICATIONS

Finance

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

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

Legal

- 6.2 The Council has a statutory obligation under The Roads (Scotland) Act 1984 to manage and maintain the adopted road network. The Council also has an obligation under the Occupiers Liability (Scotland) Act 1960 to manage the non-adopted roads assets.

Human Resources

- 6.3 There are no Human Resource implications as a result of this report.

Equalities

- 6.4 There are no equality implications as a result of this report.

Repopulation

- 6.5 There are no repopulation implications as a result of this report.

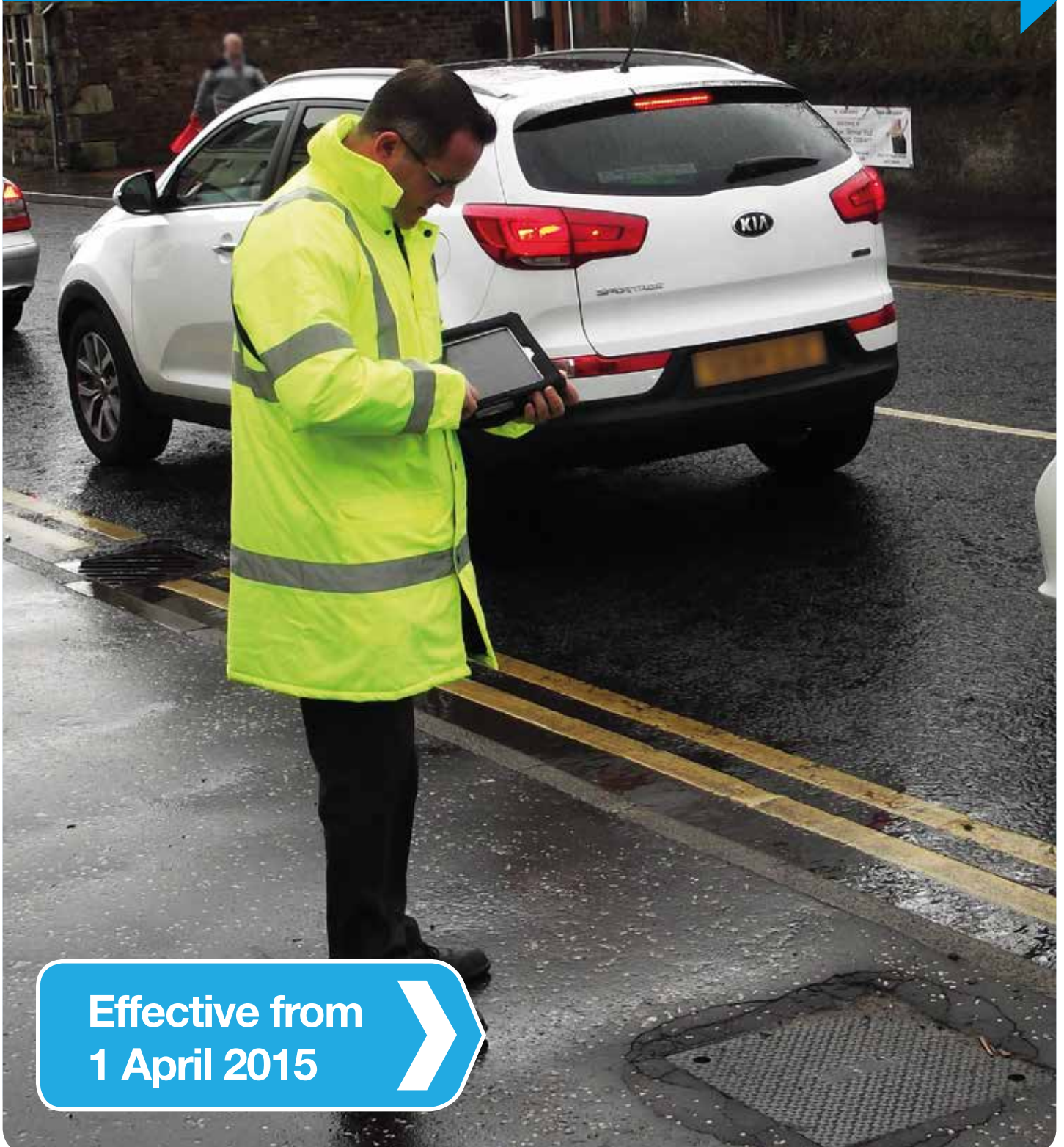
7.0 CONSULTATIONS

- 7.1 The Chief Financial Officer has been consulted on this report.
7.2 The Head of Legal and Property Services has been consulted on this report.

8.0 LIST OF BACKGROUND PAPERS

- 8.1 Appendix 1 Guidance Document for Road Safety Inspections and Defect Categorisation.

Guidance Document for Road Safety Inspections and Defect Categorisation

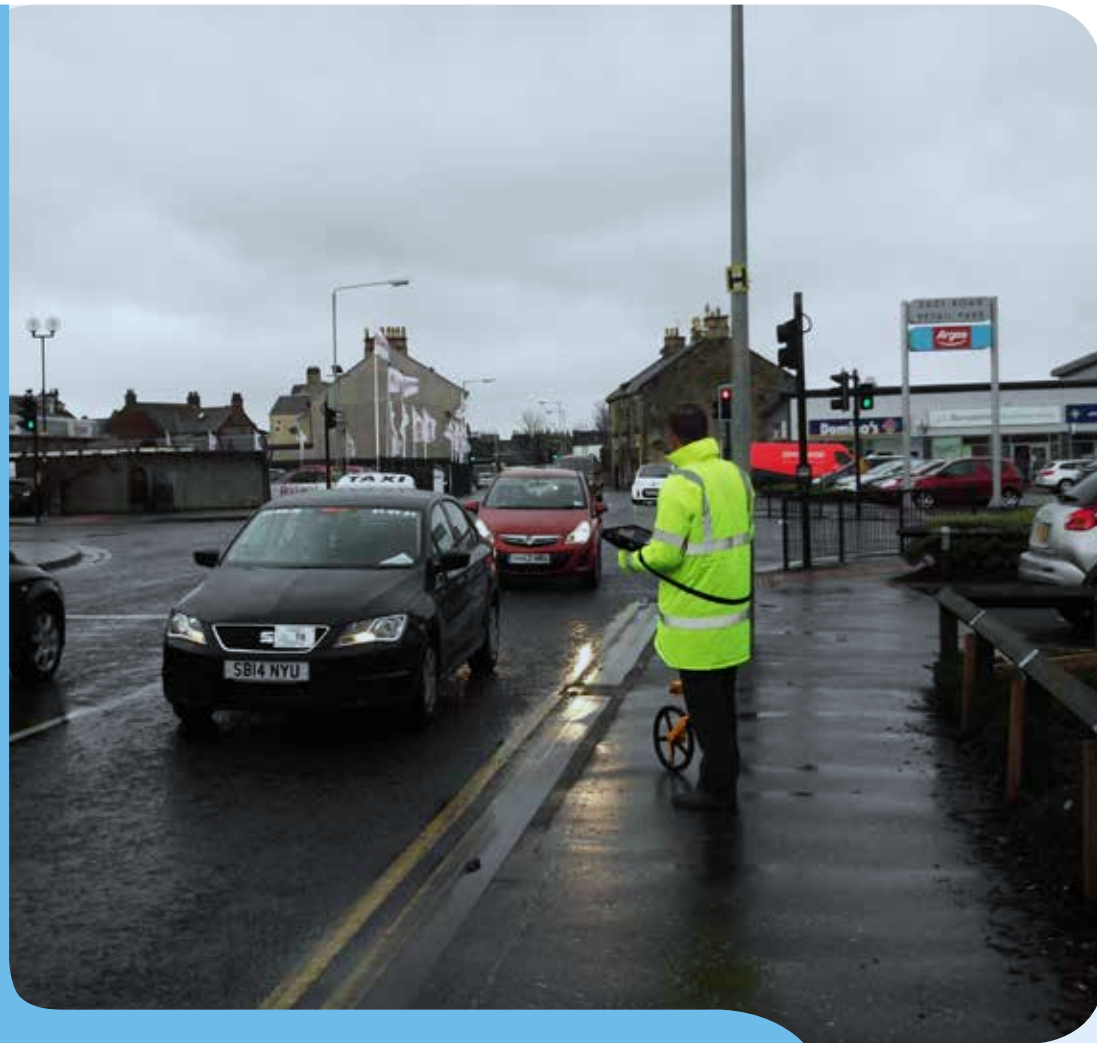


Effective from
1 April 2015

Foreword

Working in collaboration to be confirmed





Procedure for Road Safety Inspections and Defect Categorisation

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1. INTRODUCTION

The Roads (Scotland) Act 1984 under section 1, states that "...a local roads authority shall manage and maintain all such roads in their area as are for the time being entered in a list (in this Act referred to as their "list of public roads") prepared and kept by them under this section."

The "Well-maintained Highways" Code of Practice for Highway Maintenance Management has specific recommendations regarding inspections of all road elements. This guidance document specifically relates to the procedures for carrying out safety inspections.

The establishment of an effective regime of safety inspections is a crucial component of road maintenance and this guidance document has been developed in accordance with the Code of Practice, recognising areas of best practice from each the participating Councils.

The guidance document has been developed in collaboration with the Roads Authorities of Argyll & Bute, Dumfries and Galloway, East Ayrshire, East Dunbartonshire, East Renfrewshire, Glasgow City, Inverclyde, North Ayrshire, Renfrewshire, South Ayrshire, South Lanarkshire and West Dunbartonshire Councils as part of the collaborative group known as the "Roads Working Group".

The Roads Working Group comprises Senior Officers from the above Councils who recognise that Councils are currently faced with delivering services within an environment of increasing fiscal austerity and are aware of the benefits that can be achieved by adopting a common approach and minimum standards which follows the principles set out in the Well Maintained Highways Code of Practice.

Adoption of the new procedure will enable Councils, where appropriate to develop resilience enabling them to inspect and maintain additional roads assets not contained within their list of Public Roads, where the Council also has a maintenance responsibility.

The new procedure will provide a consistent methodology for the management of the road network that focuses on delivering a proactive programme of permanent repairs to improve the condition and safety of the road network. It is intended that the implementation of this new procedure will also allow performance to be monitored and reviewed, implementing any necessary improvements identified through its use.

The consistent approach will also assist Councils when defending any public liability claims that may be intimated against them.



2. SAFETY INSPECTIONS

Safety inspections identify defects within the road network, including those that are likely to create a danger or serious inconvenience to road users or the wider community and therefore require immediate or urgent attention.

Safety inspections are normally undertaken by an inspector in a slow moving vehicle. (In heavily used urban areas, particularly when inspecting footways, walked inspections will be required.) It may also be appropriate to inspect cycle route on a cycle.

During safety inspections, all observed defects that provide any foreseeable degree of risk to users will be recorded. The degree of deficiency in the road elements will be crucial in determining the nature and speed of response. Judgement will always need to take account of particular circumstances. For example the degree of risk from a pothole depends upon not only its depth but also its surface area and location within the road network.

Items for Inspection

The following are examples of the types of defect which when identified should be assessed and an instruction for repair issued with an appropriate response time specified. The list identified below is not exhaustive.

Carriageway

Carriageway defects such as: -

- Surface defects and other local defects
- Abrupt level differences in running surface
- Edge deterioration of the running surface and other local defects.
- Excessive standing water and water discharging onto and or flowing across the road.
- Blocked gullies and obstructed drainage channels or grips which could lead to ponding or flooding.
- Debris and/or spillages
- Missing cats eyes
- Missing or damaged covers

Footway, footpath & cycleway

Footway defects such as: -

- Surface and other local defects
- Excessive standing water and water discharging onto and or flowing across the foot/cycleway
- Dangerous rocking slabs
- Large cracks or gaps between flags
- Missing or damaged covers
- Debris and or spillage's likely to be a hazard

Street Furniture Defects

- Damaged safety fencing
- Damaged parapet
- Damaged handrail
- Damaged road structures
- Damaged boundary fence where children or animals could gain access

Traffic Signs

- Missing, damaged or faded regulatory or warning sign
- Major sign plate or structural failure
- Electrically or otherwise unsafe apparatus
- Damage which may cause a dangerous obstruction to road traffic or other road users

Road Lighting

- Damaged Column
- Exposed, live electrical equipment

Road Markings

- Badly worn Stop, Give Way or double continuous white line

Other Safety Defects

- Overhead wires in dangerous condition
- Sight-lines obstructed by trees and other vegetation,
- Trees in a dangerous condition
- Earthslips where debris has encroached or is likely to encroach the road
- Rocks or rock faces constituting a hazard to road users



3. FREQUENCY OF INSPECTION

Based on the “Well-maintained Highways” the Code of Practice for Highway Maintenance Management, the carriageway and footway hierarchy for inspections and the recommended frequencies for inspections are set out in the following tables.

Table 1 - Carriageway Hierarchy

Urban and residential carriageway inspections may be carried out either on foot or from a vehicle, with rural carriageway inspections being carried out from a vehicle.

Carriageway Category	Hierarchy Description	Type of Road General Description	Description
1	Motorway	N/A	N/A
2	Strategic Route	Principal A Roads between Primary Destinations	Routes for fast moving long distance traffic with little frontage access or pedestrian traffic. Speed limits generally in excess of 40mph with few junctions.
3a	Main Distributor	Major Urban Network & Inter-Primary Links. Short to medium distance traffic.	Routes between strategic routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40mph or less.
3b	Secondary Distributor	Classified Roads (B & C Class) and unclassified urban bus routes carrying local traffic with frontage access and frequent junctions.	In rural areas these roads link the larger villages and HGV generators to the Strategic and Main Distributor Network. In built up areas these roads have 30mph speed limits and high pedestrian activity.
4a	Link Road	Roads linking between the Main & Secondary Distributor Network with frontage access and frequent junctions.	In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always suitable of carrying two-way traffic. In urban roads they are residential or industrial inter connecting roads with 30mph speed limit.
4b	Local Access Road	Roads serving limited numbers of properties carrying only access traffic.	In rural areas these roads serve small settlements and provide access to individual properties and land. They are often single lane and unsuitable for HGV. In residential areas they are residential loop roads or cul-de-sacs.

Table 2 - Footway Hierarchy

Footway inspections may be carried out either on foot or from a vehicle.

Category	Category Name	Description
1(a)	Prestige Walking Zones	Very busy areas of town centres with high public space and streetscene contribution.
1	Primary Walking Routes	Busy urban shopping and business areas and main pedestrian routes.
2	Secondary Walking Routes	Medium usage routes through local areas feeding into primary routes, local shopping centres etc.
3	Link Footways / Footpaths	Linking local access footways through urban areas and busy rural footways.
4	Local Access Footways / Footpaths	Footways associated with low usage, short estate roads to the main routes and cul-de-sacs.

Table 3 - Safety Inspection Frequency

Feature	Description	Category	Frequency
Roads	Strategic Routes	2	Up to 12 pa (Min 10)
	Main Distributor	3(a)	Up to 12 pa (Min 10)
	Secondary Distributor	3(b)	Up to 12 pa (Min 10)
	Link Road	4(a)	4 pa
	Local Access	4(b)	Annually
Footways	All other locations (Carparks)		Annually
	Prestige Walking Zones	1(a)	Up to 12 pa (Min 10)
	Primary Walking Routes	1	Up to 12 pa (Min 10)
	Secondary Walking Routes	2	4 pa
Footways	Link Footway	3	2 pa
	Local Access Footways	4	Annually
	Cycle Route	Part of Carriageway	
Remote from Carriageway			Twice per year
Cycle Trails			(1 per year)

Additional inspections may be necessary in response to user or community concerns, as a result of incidents or extreme weather conditions, or in the light of monitoring information.

It is accepted by all participating Council's that other factors may preclude some inspections being carried out on road hierarchy category 2, 3(a), 3(b) and footway category 1(a) and 1, as a result of other influencing factors, in this case the target of 1 per month will reduce to a minimum of 10 per year.

4. INTERVENTION LEVELS AND RESPONSE TIMES FOR DEFECTS

- Category 1:** Represent a high risk to road users and should be corrected or made safe at the time of inspection, if reasonably practicable. In this context, making safe may constitute displaying warning signs, coning off to protect the public from the defect. If it is not possible to correct or make safe the defect at the time of inspection, emergency repairs to make safe should be carried out within four hours. Where practicable, safety defects of this category should not be left unattended until a temporary or permanent repair has been carried.
- Category 2:** Repair within seven working days allowing a more proactive approach to be adopted for those defects that represent a medium risk to road users or because there is a risk of short-term structural deterioration.
- Category 3:** Repair within 30 working days. Those defects that require attention because they represent a low risk to road users allowing defects of this nature to be included onto longer planned programmes of work.
- Category 4:** Monitor and Review condition based on an assessment of the risk of deterioration at next inspection.

Defect Risk Assessment

Inspectors undertaking safety inspections or responding to reported incidents require to use judgement in determining response times to observed or reported defects. The Well Maintained Highways Code of Practice recommends that roads authorities adopt a system of defect risk assessment for determining the response times to road defects.

The risks identified through this process have to be evaluated in terms of their significance, which means assessing the likely impact should the risk occur and the probability of it actually happening. The impact is quantified by assessing the extent of damage likely to be caused should the risk become an incident. As the impact is likely to increase with increasing speeds the volume of traffic and category of road are important considerations in the assessment. The probability is quantified by assessing the likelihood of users, passing by or over the defect, encountering the risk. As the probability is likely to increase with increasing vehicular or pedestrian flow, the network hierarchy and defect location are consequently important considerations in the assessment.



Response times for which a defect should be repaired or made safe will depend upon:

1. The depth, surface area or other extent of the defect.
2. The volume, characteristics and speed of traffic.
3. The location of the defect relative to road features such as junctions and bends.
4. The location of the defect relative to the positioning of users, especially vulnerable users, such as in traffic lanes or wheel tracks.
5. The nature and extent of interaction with other defects.
6. Forecast weather conditions, especially potential for freezing of surface water.

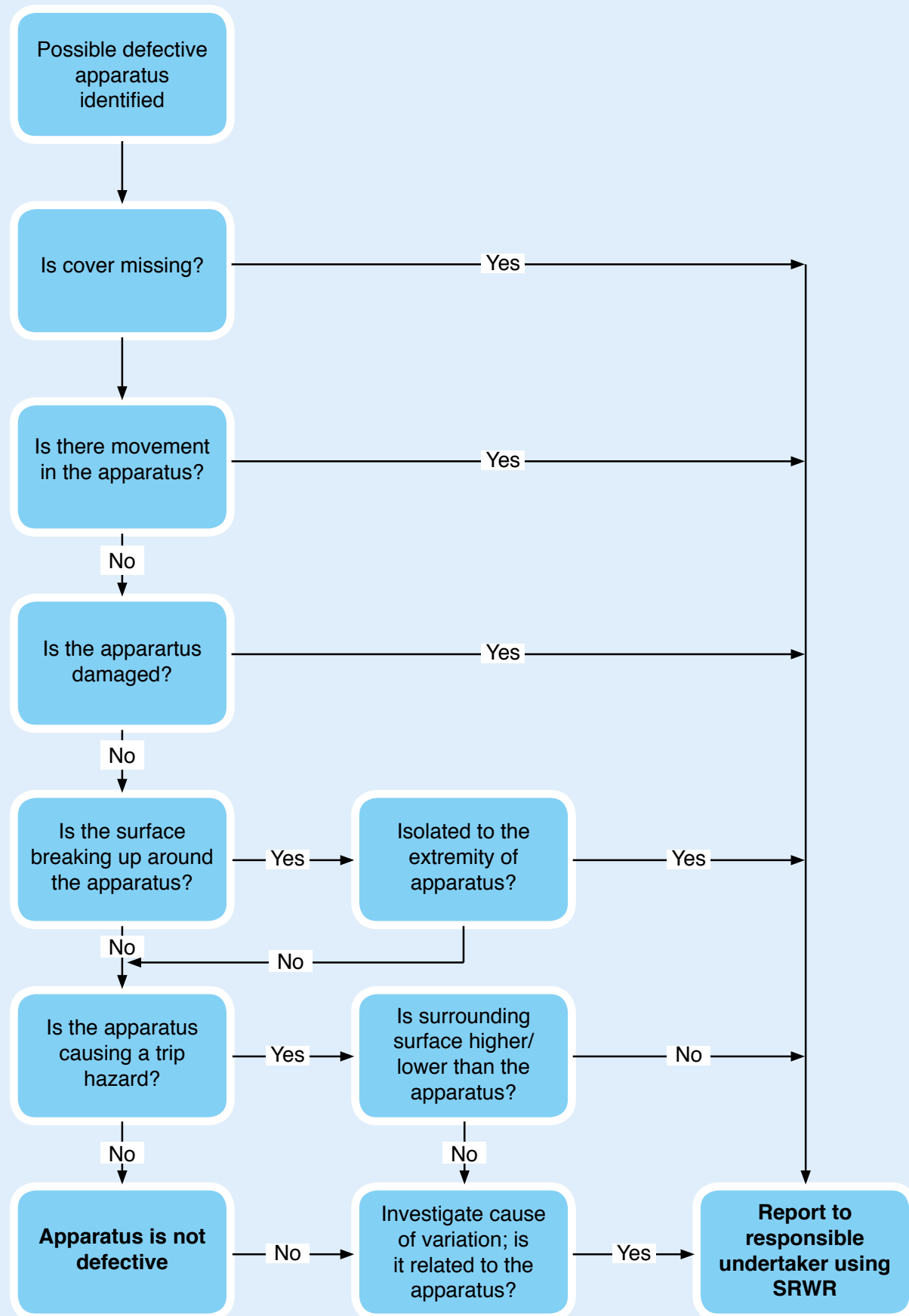
All defects identified therefore require to be evaluated in terms of their significance. That means assessing the likely impact should the risk occur and the probability of it actually happening. Having identified a particular risk, the Risk Matrix below will be used to determine the defect category and response time.

Probability Impact	Very Low (1)	Low (2)	Medium (3)	High (4)
Negligible (1)	1	2	3	4
Low (2)	2	4	6	8
Noticeable (3)	3	6	9	12
High (4)	4	8	12	16
Response Category	Cat 4 (Monitor)	Cat 3 (30 Days)	Cat 2 (7 Days)	Cat 1 (4 Hours)
Risk Value	(1 - 4)	(6 - 8)	(9 - 12)	(16)

It may not be possible, particularly at certain times of year, to meet target response times, due to pressure on resources. This could, but not exclusively, be due to the high number of defects that can arise in a short period of time, after periods of adverse weather, such as prolonged spells of heavy rain or snow, or freeze / thaw conditions. Prolonged periods of adverse weather may also prevent remedial measures being carried out.

Records of all safety inspections and works instructions issued following inspections shall be documented within an electronic Routine Maintenance Management System where possible.

FIGURE 1: Initial Procedure for Defective Apparatus



5. DEFECTS THAT ARE NOT THE RESPONSIBILITY OF THE COUNCIL

5.1 During an inspection, defects may be identified which are not the responsibility of the Council to repair. The Council does however have a duty of care to the users of the road. Therefore the defect must be recorded and the party responsible for the repair must be made aware of the defect. If the defect is identified as a Category 1 defect, it should be made safe either by signing and coning or by a temporary repair.

Statutory Undertakers' Defective Apparatus

5.2 Where defective apparatus belonging to undertakers is identified, the defect must be recorded and the utility contacted in accordance with the New Roads & Street Works Act 1991 – Code of Practice for Inspections. The initial procedure is summarised in Figure 1 below.

Defects that are the responsibility of other Third Parties

5.3 Where the defect is the responsibility of another party who is not a Statutory Undertaker, for example an adjacent landowner, the defect should be recorded and the landowner contacted with a request to carry out the necessary remedial works within an appropriate period of time. A number of scenarios may arise from an inspection, which are covered by provisions contained within the Roads (Scotland) Act 1984, for which it may be appropriate to inform the party responsible for the defect / hazard of their responsibilities under the Act.

5.4 Some selected examples of the above are;

- a. Prevention of danger to road users from nearby vegetation and fences etc. or from retaining walls being inadequate (Section 91)
- b. Deposit of mud from vehicles on road (Section 95)
- c. Control of flow of water etc onto roads (Section 99)

5.5 A number of these provisions within the Act allow the roads authority to carry out remedial works to address the defect/hazard either immediately or after a suitable period of notice, and further may give powers to recover any expenses reasonably incurred in doing so.

5.6 Any decision to undertake such remedial work should not be done without the agreement of a suitably responsible person, and in the first instance the preferred option is to have constructive discussion with the responsible party, in order to resolve the issue.



6. HEALTH AND SAFETY

General

- 6.1 In general road inspections are carried out from a slow moving vehicle or on foot. However, it would seem logical that cycle routes be inspected by cycle. The vehicle should be driven at an appropriate speed to allow any defects to be identified and recorded.

Health and Safety

- 6.2 Inspections are to be conducted in accordance with the Council's procedures for the health, safety and welfare of its employees and others.

As a minimum:

- a. All staff engaged in inspections must wear high visibility clothing to BS EN 471 class 3.
 - b. All vehicles used to carry out inspections shall be liveried up to an appropriate standard and all necessary vehicle checks shall be carried out prior to inspections being undertaken.
- 6.3 All surveys should make use of two-way communications (ie radio or mobile telephone). Driven safety inspections should be undertaken by two people. Note The Council's Lone Working Procedures should be followed when an inspector is undertaking a safety inspection on his/her own.
- 6.4 Should it be necessary to stop the vehicle it shall be parked off the live carriageway wherever possible. If this cannot be achieved then there must be clear visibility in both directions and the roof mounted beacon must be switched on. Traffic must not be forced across any continuous solid white centre line. If this cannot be achieved, advanced temporary traffic signing must be installed.

Making Safe

- 6.5 If a defect is considered to be a serious hazard to road users, full traffic management should be called for and the safety inspection vehicle should remain at the hazard until it is in place.

Equipment

- 6.6 All inspection vehicles should carry a minimum of six 750mm traffic cones. The cones should be kept clean and should be inspected quarterly and replaced as necessary. A record of these inspections must be kept within the vehicle.
- 6.7 In addition to any other equipment they consider necessary, Inspectors should also carry a digital camera to record defects and, if available, a GPS enabled system to accurately record the location of defects.

Documents

- 6.8 The safety inspection team should also carry a copy of:
- a. This guidance document;
 - b. New Roads & Street Works Act 1991 – Code of Practice for Inspections;
 - c. "Safety at Street Works and Road Works, A Code of Practice".

APPENDIX A : DEFECT AND PRIORITY TABLES

Defect and Priority Table 1:

Carriageway Defects		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Carriageway Defects

Surface Defect	<40mm	4	4	3	3
	>40mm < 100mm	4	3	2	2
	>100mm	4	3	2	1
Failed patch or defective trench	Yes	4	4	3	3
Missing ironwork cover	Yes	4	3	2	1
Badly cracked or damaged ironwork	Yes	4	4	3	3
Cracking around ironwork frame	Yes	4	4	3	3
Crowning / Depression	>40mm level difference	4	3	2	2
Rutting	>20mm	4	4	3	3
Missing / defective skid resistant surfacing	Yes	4	4	3	3
Debris/ Spillage	Yes	4	3	2	1
Edge Deterioration	>40mm <100mm	4	3	2	2
	>100mm	4	3	2	1
Displaced metal stud	Yes	4	3	2	1
Missing studs / reflectors	<20% missing	4	4	4	4
	>20% missing	4	4	3	3
Missing or worn lines / markings	Stop/Give Way	4	3	2	2
	Double white line	4	3	2	2
	Other	4	4	4	4

Defect and Priority Table 2:

Kerb Defects		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Kerb Defects

Loose, missing or damaged kerbs	Yes	4	3	2	2
Dislodged kerb	50mm horizontally, 25mm vertically	4	3	2	2

Defect and Priority Table 3:

Other Paved Area Defects		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Shared Surfaces/Footway/Path, Cycleway/Path and Car Park Defects

Surface Defect	>25mm <50mm	4	3	2	2
	>50mm	4	3	2	1
Failed patch or defective trench	Failed	4	4	3	3
Missing ironwork cover	Yes	4	3	2	1
Badly cracked or damaged ironwork	Yes	4	3	2	2
Cracking around ironwork frame	Yes	4	4	4	4
Crack, gap or trip	>10mm <25mm	4	4	3	3
	>25mm trip	4	3	2	1
Rocking slabs	>10mm <25mm vertical movement	4	4	3	3
	>25mm vertical movement	4	3	2	1
Crowning/ Depression	>25mm <50mm	4	4	3	3
	>50mm	4	3	2	1
Debris/ Spillage	Danger to pedestrian	4	3	2	1
	Unauthorised obstruction	4	4	3	3

Defect and Priority Table 4:

Debris/ Spillage (and Obstructions)		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Debris/ Spillage (and Obstructions)

Litter problem	Danger to pedestrian or road user	4	3	2	2
Fly tipping	Danger to pedestrian or road user	4	4	3	3
Other debris/ spillage	Danger to pedestrian or road user	4	4	3	3
Obstruction (signage/trees/bushes/hedges etc)	Danger to pedestrian or road user	4	3	3	2

Defect and Priority Table 5:

Signs, Signals and Lighting Defects		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Signs, Signals and Lighting Defects

Light(s) out	>3 Lights out	4	3	2	1
	<3 Lights out	4	4	4	4
Damaged signal or light fitting or damaged column	Likely to fall	4	3	2	1
	Not dangerous	4	4	4	4
Exposed wires	Yes	4	3	2	1
Missing/ loose cover	Yes	4	3	2	1
Lighting obscured by vegetation	Yes	4	4	3	3
Unauthorised sign	Danger to pedestrian or road user	4	4	3	3
	Other	4	4	4	4
Missing/ damaged sign face	Regulatory/ Warning signs	4	3	2	2
	Other Signs	4	4	4	4
Obscured or dirty sign	Regulatory/ Warning signs	4	3	2	2
	Other Signs	4	4	4	4

Defect and Priority Table 6:

Safety Fence/ Barrier Defect		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Safety Fence/ Barrier Defect

Safety fence/ barrier or guardrail damaged or loose	Immediate danger to pedestrian or other road user	4	3	2	1
	Other	4	4	4	4



Defect and Priority Table 7:

Tree/ Hedge Defects		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Tree/ Hedge Defects

Loose branch	Immediate hazard	4	3	2	1
	Unlikely to fall onto road	4	4	4	4
Overhanging branch	Yes	4	4	4	3
Sight-lines obscured	Yes	4	3	2	2
Other tree/ hedge defect	Danger to pedestrian or road user	4	3	2	2
	Other	4	4	3	3

Defect and Priority Table 8:

Drainage Defects & Standing/ Running Water		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Drainage Defects & Standing/ Running Water

Blocked drain, gully or grip	Danger to pedestrian or road user	4	3	2	2
	Other	4	4	4	4
Missing gully frame	Yes	4	3	2	1
Broken gully frame/ cover	Danger to pedestrian or road user	4	3	2	1
	Other	4	4	3	3
Water discharging onto road or Trash screen/ grid blocked	Danger to pedestrian or road user or flooding to property	4	3	2	1
	Primary salting route in winter	4	3	2	2
	Other	4	4	4	4



Defect and Priority Table 9:

Structures Defects		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Structures Defects

Parapet damaged	Yes	4	3	2	2
Bridge defect - other	Danger to pedestrian or road user	4	3	2	1
	Other	4	4	3	3
Retaining wall problem	Yes	4	3	2	2
Earthworks/ embankment defect	Yes	4	3	2	2

Defect and Priority Table 10:

Utility Defects		Response Category			
		Probability			
Description	Investigatory Level	Very Low	Low	Medium	High

Utility Defects

Signing/ guarding	Not to code of Practice requirements	4	3	2	1
Reinstatement	Not to code of Practice requirements	4	3	2	1
Overhead wires, poles etc in poor condition	Yes	4	3	2	1
Utility ironwork	Missing	4	3	2	1
	Badly cracked or damaged	4	3	2	2
	Cracking round frame	4	4	3	3
Other utility defect	Danger to pedestrian or road user	4	3	2	1
	Other	4	4	3	3

Report To:	Environment & Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director Environment, Regeneration & Resources	Report No:	ERC/ENV/IM/15.230
Contact Officer:	Robert Graham	Contact No:	01475 714827
Subject:	Traffic Regulation Order Procedure (Revision 1)		

1.0 PURPOSE

1.1 The purpose of this report is to advise the Committee of a revision to the procedure and decision making process involved in the promotion of permanent Traffic Regulation Orders (TRO) which will result in a reduction in the time taken to promote a TRO.

2.0 SUMMARY

2.1 This report revises the procedures, as agreed by Committee on 6 March 2014 (ERC/ENV/IM/13.187), which the Council follows when promoting a TRO governed by The Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999.

2.2 The terms of reference of the Council's Scheme of Administration and Scheme of Delegation (Officers) identify the role of both the Environment and Regeneration Committee and the Head of Environmental and Commercial Services in dealing with TROs promoted by the Council.

2.3 To promote a TRO, Environmental and Commercial Services follow established procedures in accordance with the 1999 Regulations and Scottish Government Guidance involving consultations with various public bodies, the emergency services, local Members and other interested parties, advertisement of the proposal and making the documentation associated with the proposal available for public inspection.

2.4 This report sets out a revision to the full TRO procedure and highlights that the processing of permanent TROs has a strict procedure which must be followed. The procedure has consultative and administrative stages involving a variety of Council services and stakeholders, including communication with all Councillors in the case of TROs which are likely to generate significant public interest. For ease of reference, the proposed amendments to the procedure are shown as track changes at Appendix 1.

3.0 RECOMMENDATION

3.1 It is recommended that the Committee notes the revision to the procedure and decision making process involved in the promotion of permanent TROs in terms of the Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999.

Ian Moffat
Head of Environmental & Commercial Services

4.0 BACKGROUND

4.1 Roads Authorities can place permanent or temporary restrictions on traffic within their areas by way of a TRO. The Road Traffic Regulation Act 1984 sets out what TROs may be used for. Examples of permanent TRO restrictions include:

- Waiting and Loading restrictions
- One Way traffic
- Speed Limits (20mph, 30mph, 40mph, 50mph)
- Weight limits on weak bridges

4.2 The Council formally adopted the procedures for the promotion of TROs similar to those operated by the former Strathclyde Regional Council in 1997. The procedure has been adapted over the years to comply with various changes in the relevant legislation and Council and Committee structure. The procedure has worked well over the years. However, a review has identified the opportunity to improve the process and ultimately the time taken to promote a TRO.

5.0 PROPOSALS

5.1 The procedure for making TROs includes several different processes, depending on whether the associated TRO is permanent or temporary. This report focuses on permanent TROs.

5.2 The procedure and associated processes are largely statutory requirements laid down by the 1999 Regulations.

5.3 The key stages in the procedure for making a permanent TRO are set out in Appendix 1. Committee is asked to note that this proposal is to remove the need for the non-statutory consultation element of the process involved in making permanent TROs.

5.4 Historically the Council has carried out a non-statutory consultation with key stakeholders which includes, but is not limited to, Police Scotland, Scottish Ambulance Service, Scottish Fire and Rescue Service, the local Ward Councillors, the Convenor and Vice-Convenor of the Environment & Regeneration Committee and the Community Council for the area. The removal of the non-statutory element of the consultation process will remove the duplication of consulting with the above bodies, as they also form part of the statutory consultation requirements, and will reduce the overall time to promote all TROs by at least 30 days.

6.0 IMPLICATIONS

6.1 Finance

The current approximate annual cost to Inverclyde Council incurred by advertising fees associated with TRO statutory procedure is £11,000. This is not affected by the proposed change.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if Applicable)	Other Comments
Corporate Communications	Advertising	14/15	£11,000	N/A	

6.2 Legal

TROs will be promoted in accordance with the terms of the Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999.

6.3 Human Resources

No implications.

6.4 Equalities

No implications.

6.5 Repopulation

No implications.

7.0 CONSULTATIONS

7.1 The Head of Legal and Property Services has been consulted on the contents of this report.

7.2 The Chief Financial Officer has been consulted on the contents of this report.

8.0 LIST OF BACKGROUND PAPERS

8.1 None.

ROAD TRAFFIC REGULATION ACT 1984 and THE LOCAL AUTHORITIES' TRAFFIC ORDERS (PROCEDURE) (SCOTLAND) REGULATIONS 1999**TRAFFIC REGULATION ORDER (TRO) PROCEDURE (Revision 1)**

1. Where Environmental and Commercial Services have determined that a TRO is necessary the Head of Environmental and Commercial Services will instruct the Head of Legal and Property Services to prepare the formal Order and supporting documentation.
 2. At this point the Head of Legal and Property Services will consult with Police Scotland, Scottish Ambulance Service, Scottish Fire and Rescue Service, the local Ward Councillors, the Convenor and Vice-Convenor of the Environment & Regeneration Committee and the Community Council for the area. For those TROs affecting the whole Inverclyde area or Disabled Parking Places, or which are likely to generate significant public interest, all Councillors and Community Councils will be consulted. It should be noted that this list is not exhaustive and will include other bodies depending on the type of TRO being promoted. The proposed TRO and supporting documentation (Schedule, Statement of Reasons and Plans) will also be passed to these consultees for information.
 3. The proposed TRO is advertised in the local newspaper and by notices on local street furniture. This starts the full public consultation process. Any interested party may now write to the Council with an objection to the terms of the TRO within 21 days (28 days if the TRO involves speed restrictions).
- ~~1. Where Environmental and Commercial Services have determined that a TRO is necessary, an initial consultation stage is undertaken by them. The bodies included in all initial consultations are Police Scotland, Scottish Ambulance Service, Scottish Fire and Rescue Service, the local Ward Councillors, the Convenor and Vice-Convenor of the Environment & Regeneration Committee and the Community Council for the area. For those TROs affecting the whole Inverclyde area or Disabled Parking Places, or which are likely to generate significant public interest all Councillors and Community Councils will be consulted. It should be noted that this list is not exhaustive and will include other bodies depending on the type of TRO being promoted. At this stage, comments made by those consulted are not regarded as objections.~~
- ~~2. The proposed TRO is then advertised in the local newspaper and this starts the full public consultation process. Any interested party may now write to the Council with an objection to the terms of the Order within 21 days. (28 days if the TRO involves speed restrictions).~~
- ~~3.4. _____ All documents associated with the proposed TRO will be made available for public inspection in the Customer Service Centre and all relevant libraries. The documents will also be placed on the Council's website.~~

- 4-5._____ The Head of Environmental & Commercial Services will communicate with all Councillors on the specifics of those TROs which are likely to generate significant public interest.
- 5-6._____ All objections are acknowledged by the Head of Legal and Property Services and forwarded to Environmental and Commercial Services to make comment.
- 6-7._____ Further explanation or clarification of the proposals in discussion or correspondence with objectors may result in the objection being withdrawn. If the objection cannot be resolved, Environmental and Commercial Services will consider whether the original proposal is capable of amendment in such a way that does not fundamentally alter or increase the severity of the proposed TRO. If so, this amendment will be presented to the objectors so as to attempt to secure the withdrawal of the objection.
- 7-8._____ Should the amendments increase the severity of or, fundamentally alter, the proposed TRO, then the proposals would require to be abandoned. Any future proposal taking into account the proposed amendments would require to go through the initial consultation and advertising stages once again.
- 8-9._____ On receipt of comments from Environmental and Commercial Services on the objections received, the Head of Legal and Property Services will formally respond by letter to the objectors on the basis of these comments. The objectors are given 14 days in which to maintain or withdraw their objection. Failure by the objector to respond within 14 days will be taken to imply that the objection has been ~~withdrawn~~maintained.
- 9-10._____ If no objections are received, or if all objections made are then withdrawn, the proposal is submitted for the approval of the Environment and Regeneration Committee and thereafter to the full Council.
- 10-11._____ Where objections cannot be resolved through further explanation or alterations to the proposals, the proposal will either be abandoned, a public hearing before a Reporter will be held or the matter will be put to the Environment and Regeneration Committee for members to determine how to consider the objections.
- 11-12._____ Should a public hearing be undertaken, notice of a hearing is published in the local newspaper and letters are issued to all of the parties that have maintained their objections. The conduct of the hearing will follow the procedure set out in the 1999 Regulations and will be led by the Reporter.
- 12-13._____ Once the Reporter has made his recommendations these will be submitted to the Environment and Regeneration Committee for a decision on whether to proceed with the TRO. This decision will then be submitted to full Council for final approval.
- 13-14._____ Once final approval of a TRO is given by full Council, the effective date of the TRO is inserted (taking account of the 6 weeks objection period below) and the TRO as approved is made. This involves the TRO being signed and sealed on behalf of

the Council by a Proper Officer. A notice is published in the local newspaper advising of the making of the TRO and of the effective date. A letter is issued to the Police and Procurator Fiscal advising the TRO has been made and enclosing a copy of the final TRO. A copy of the final TRO is made available for public inspection at the same locations as mentioned in para. 5 above. A 6 weeks period is available for any objections to be raised regarding the process of making the TRO. Any such challenges received are dealt with through the Court of Session.

~~14-15.~~ A TRO which requires no changes could be in place within 5 months, depending on the cycle of full Council meetings. An Order with objections which can be resolved as set out in para 8 above can take 8-11 months. A TRO which requires to go through all of the stages set out above, including a hearing before a Reporter, could take 12-18 months.

~~15-16.~~ A TRO must be complete within a period of two years from the first date of publication of the proposals, otherwise it cannot be made and would require to go through the whole process as set out above again.

Report To:	ENVIRONMENT & REGENERATION COMMITTEE	Date: 30 April 2015
Report By:	CORPORATE DIRECTOR, ENVIRONMENT, REGENERATION & RESOURCES	Report No: LP/0660/15
Contact Officer:	CHRISTINE MARSHALL	Contact No: 01475 712314
Subject:	PROPOSED TRAFFIC REGULATION ORDER – DISABLED PERSONS’ PARKING PLACES (ON-STREET) ORDER NO. 4 2014	

1.0 PURPOSE

- 1.1 Local Authorities are empowered to make Orders under the Road Traffic Regulation Act 1984 as amended and under the Council’s Scheme of Administration the Head of Environmental and Commercial Services is responsible for the making, implementation and review of Traffic Management Orders and Traffic Regulation Orders.
- 1.2 The provision of on-street parking places for use by disabled drivers, who are the holders of a Disabled Person’s Badge, is regulated by The Disabled Persons’ Parking Places (Scotland) Act 2009. Inverclyde Council is required to promote a Traffic Regulation Order to regulate the use of such parking places.

2.0 SUMMARY

- 2.1 In order to comply with The Disabled Persons’ Parking Places (Scotland) Act 2009, Section 5, it is proposed to introduce a Traffic Regulation Order to accompany the provision of parking places for the disabled. This will restrict parking to drivers displaying a Disabled Person’s Badge only and will enable the Police to enforce such restrictions. The proposed Order will also revoke those parking places no longer required in order to maximise street parking capacity.

3.0 RECOMMENDATION

- 3.1 That the Committee recommend to The Inverclyde Council the making of the Traffic Regulation Order – Disabled Persons’ Parking Places (On-Street) Order No. 4 2014 and remit it to the Head of Environmental and Commercial Services and the Head of Legal and Property Services to arrange for its implementation.

Gerard Malone
Legal and Property Services

4.0 BACKGROUND

- 4.1 Currently no Traffic Regulation Orders exist at the locations shown in the Order which would prohibit the allocation of parking places for Disabled Person's Badge holders.
- 4.2 No objections were received to the proposed Order.
- 4.3 The Committee is asked to note that, if approved, the Order may not be implemented until the making of the Order has been advertised to allow any persons who so wish a period of six weeks to question the validity of the Order in terms of the Road Traffic Regulation Act 1984.

5.0 IMPLICATIONS

Finance

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

Legal

- 5.2 There are no legal implications arising from this report.

Human Resources

- 5.3 There are no HR implications arising from this report.

Equalities

- 5.4 There are no equalities implications arising from this report.

Repopulation

- 5.5 There are no repopulation implications arising from this report.

6.0 CONSULTATIONS

- 6.1 The proposals have been advertised in the Greenock Telegraph and full details of the proposals have been made available for public inspection during normal office hours at the offices of the Head of Environmental and Commercial Services, the Head of Legal and Property Services and at Central, Port Glasgow and Gourock Libraries. A copy of the draft Order is appended hereto for Members' information. Appendix 1

7.0 LIST OF BACKGROUND PAPERS

- 7.1 None.

THE INVERCLYDE COUNCIL
DISABLED PERSONS' PARKING PLACES
(ON-STREET) ORDER NO. 4 2014

TRAFFIC REGULATION ORDER

DRAFT

THE INVERCLYDE COUNCIL
DISABLED PERSONS' PARKING PLACES (ON-STREET)
ORDER NO. 4 2014

The Inverclyde Council in exercise of the powers conferred on them by Sections 32(1) of the Road Traffic Regulation Act 1984 ("the Act") and of all other enabling powers and after consultation with the Chief Constable of Police Scotland in accordance with Part III of Schedule 9 to the Act hereby make the following Order.

1. This Order may be cited as "The Inverclyde Council Disabled Persons' Parking Places (On-Street) Order No. 4 2014" and shall come into operation on #####.

2. In this Order the following expressions have the meanings hereby assigned to them

"Council" means The Inverclyde Council or its successors as Roads Authority;

"disabled person's badge" means:

- (a) a badge issued under Section 21 of the Chronically Sick and Disabled Persons Act 1970 (as amended);
- (b) a badge issued under a provision of the law of Northern Ireland corresponding to that section; or
- (c) a badge issued by any member State other than the United Kingdom for purposes corresponding to the purposes for which badges under that section are issued;

and has not ceased to be in force.

"disabled person's vehicle" means a vehicle lawfully displaying a disabled person's badge;

"parking attendant" means a person employed in accordance with Section 63A of the Act to carry out the functions therein;

"parking place" means a place where a vehicle, or vehicles of any class, may wait i.e. the area of land specified in the Schedule for which the use as a parking place has been authorised by the Council under Section 32(1) of the Act;

"traffic sign" means a sign prescribed or authorised under Section 64 of the Act;

"vehicle" unless the context otherwise requires, means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power;

3. Each area of road which is described in the Schedule and plans relative to this Order is hereby designated as a parking place.

4. The parking places designated in this Order shall only be used for the leaving of disabled persons' vehicles displaying a valid disabled person's badge.

5. The limits of each parking place designated in this Order shall be indicated on the carriageway as prescribed by The Traffic Signs Regulations and General Directions 2002.
6. Every vehicle left in any parking place designated in this Order shall stand such that no parking place is occupied by more than one vehicle and that every part of the vehicle is within the limits of the parking place provided that, where the length of a vehicle precludes compliance with this paragraph, such vehicle shall be deemed to be within the limits of a parking place if;
 - i. the extreme front portion or, as the case may be, the extreme rear portion of the vehicle is within 300mm of an indication on the carriageway provided under this Order in relation to the parking place; and
 - ii. the vehicle, or any part thereof, is not within the limits of any adjoining parking place.
7. Any person duly authorised by the Council or a police officer in uniform or a traffic warden or parking attendant may move or cause to be moved in case of any emergency, to any place they think fit, vehicles left in a parking place.
8. Any person duly authorised by the Council may suspend the use of a parking place or any part thereof whenever such suspension is considered reasonably necessary:
 - i. for the purpose of facilitating the movement of traffic or promoting its safety;
 - ii. for the purpose of any building operation, demolition, or excavation in or adjacent to the parking place or the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe, apparatus for the supply of gas, water electricity or of any telecommunications apparatus, traffic sign or parking meter;
 - iii. for the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture from one office or dwellinghouse to another or the removal of furniture from such premises to a depository or to such premises from a depository;
 - iv. on any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or
 - v. for the convenience of occupiers of premises adjacent to the parking place at times of weddings or funerals or on other special occasions.
9. A police officer in uniform may suspend for not longer than twenty four hours the use of a parking place or part thereof whenever such suspension is considered reasonably necessary for the purpose of facilitating the movement of traffic or promoting its safety.

10. **This Order insofar as it relates to the parking places to be revoked (R) and amended, as specified in the Schedule to this Order, partially revokes and amends The Inverclyde Council On-Street Parking Places (Without Charges) Order Nos: 1/2001 and 1/2003 and The Inverclyde Council Disabled Persons' Parking Places (On-Street) Order Order No: 2/2014 respectively.**

Sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by ##

DRAFT

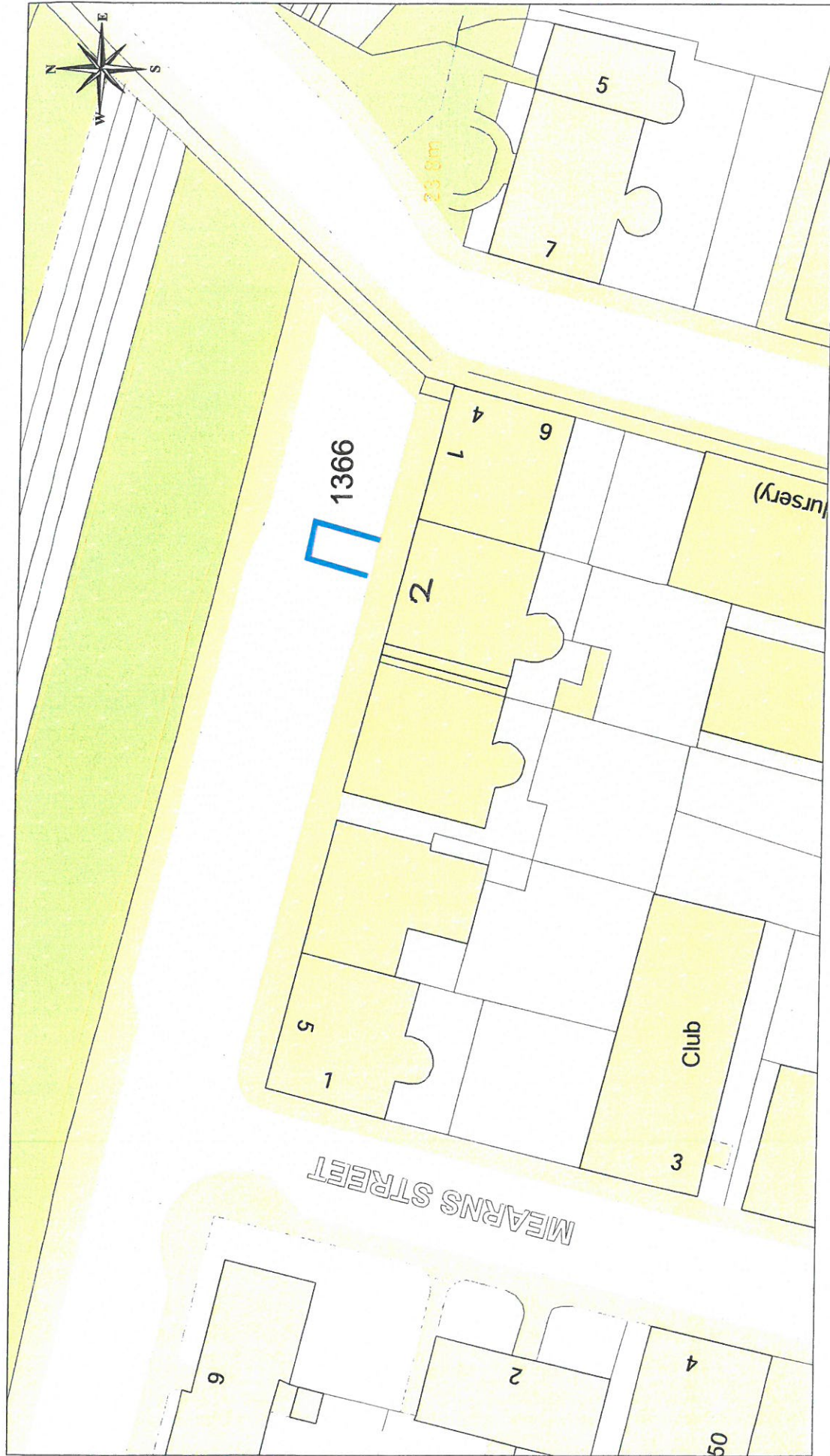
THE INVERCLYDE COUNCIL

**DISABLED PERSONS' PARKING PLACES
(ON-STREET) ORDER NO. 4 2014**

**Statement of Reasons for Proposing to Make
the above Order**

It is considered necessary in order to comply with The Disabled Persons' Parking Places (Scotland) Act 2009, Section 5, to make the above Order to provide assistance for disabled persons who hold a badge under the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 as amended and by revoking those parking places no longer required to maximise street parking capacity.

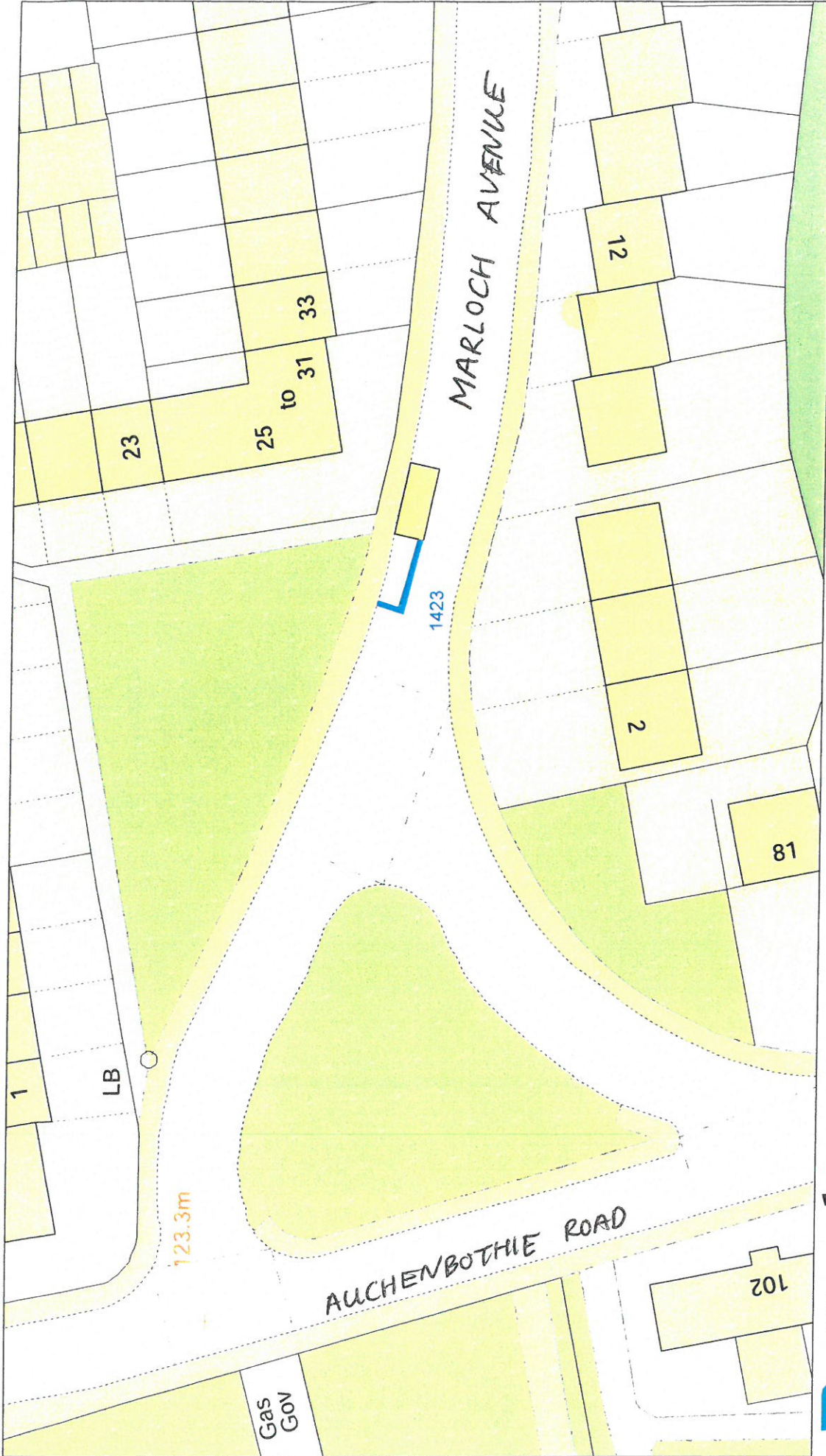
Ian Moffat
Head of Environmental & Commercial Services
1 Ingleston Park
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DISABLED PERSONS' PARKING PLACE
2 SHAW PLACE, GREENOCK
PLACE No. 1366

Inverclyde council
Environmental Services
 Regeneration & Environment
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DISABLED PERSONS' PARKING PLACE
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DISABLED PERSONS' PARKING PLACE
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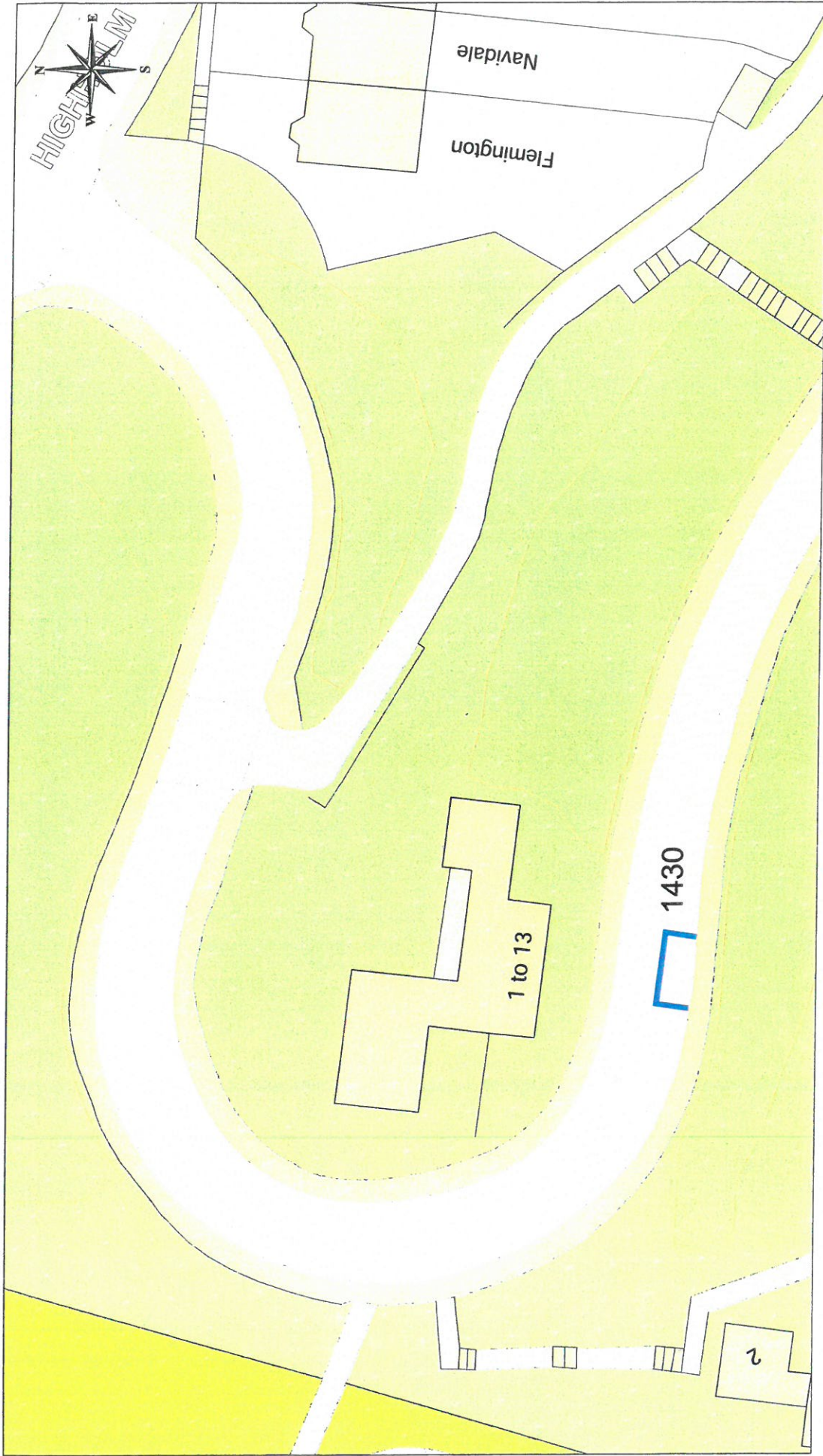



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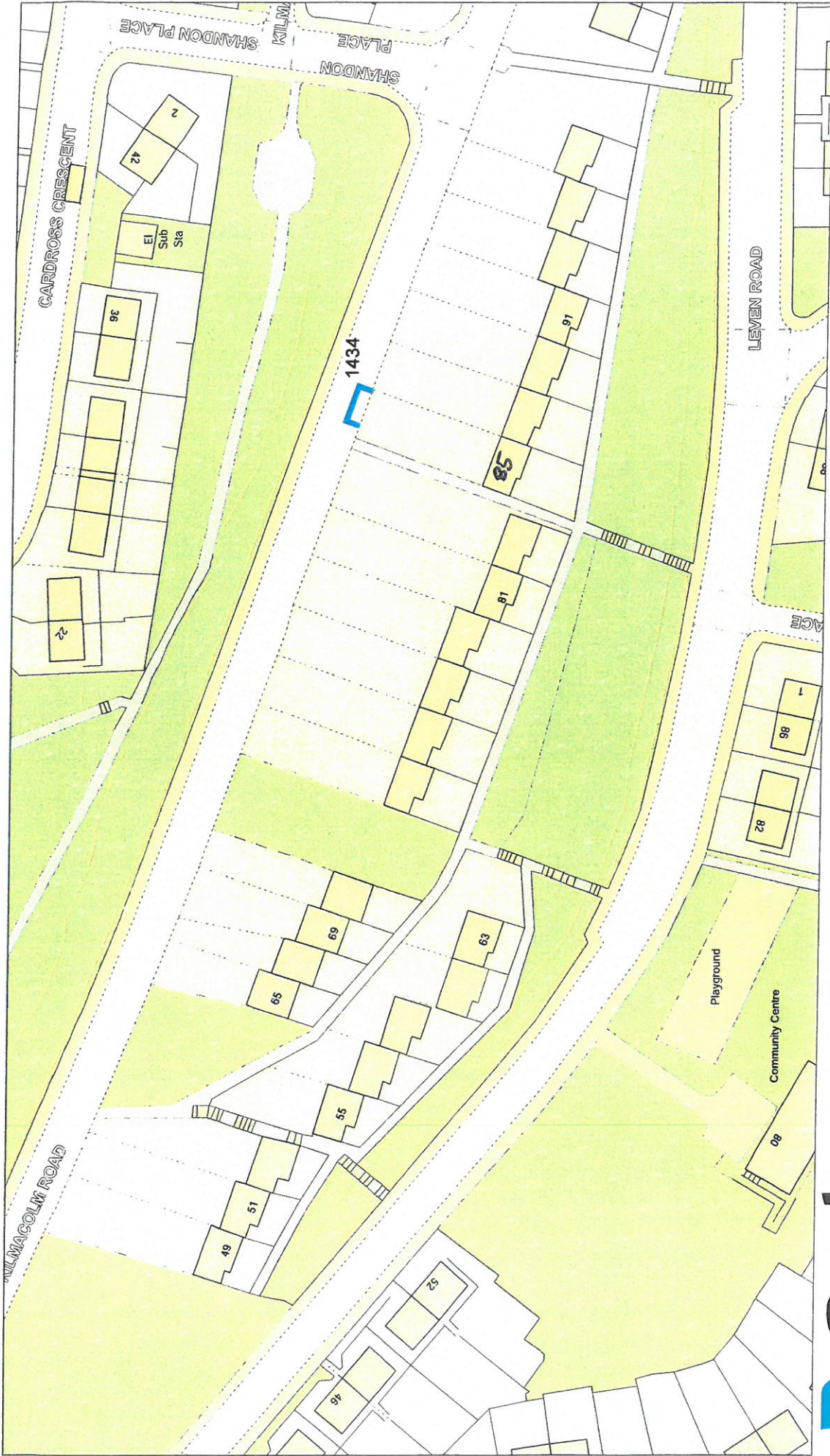


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DISABLED PERSONS' PARKING PLACE
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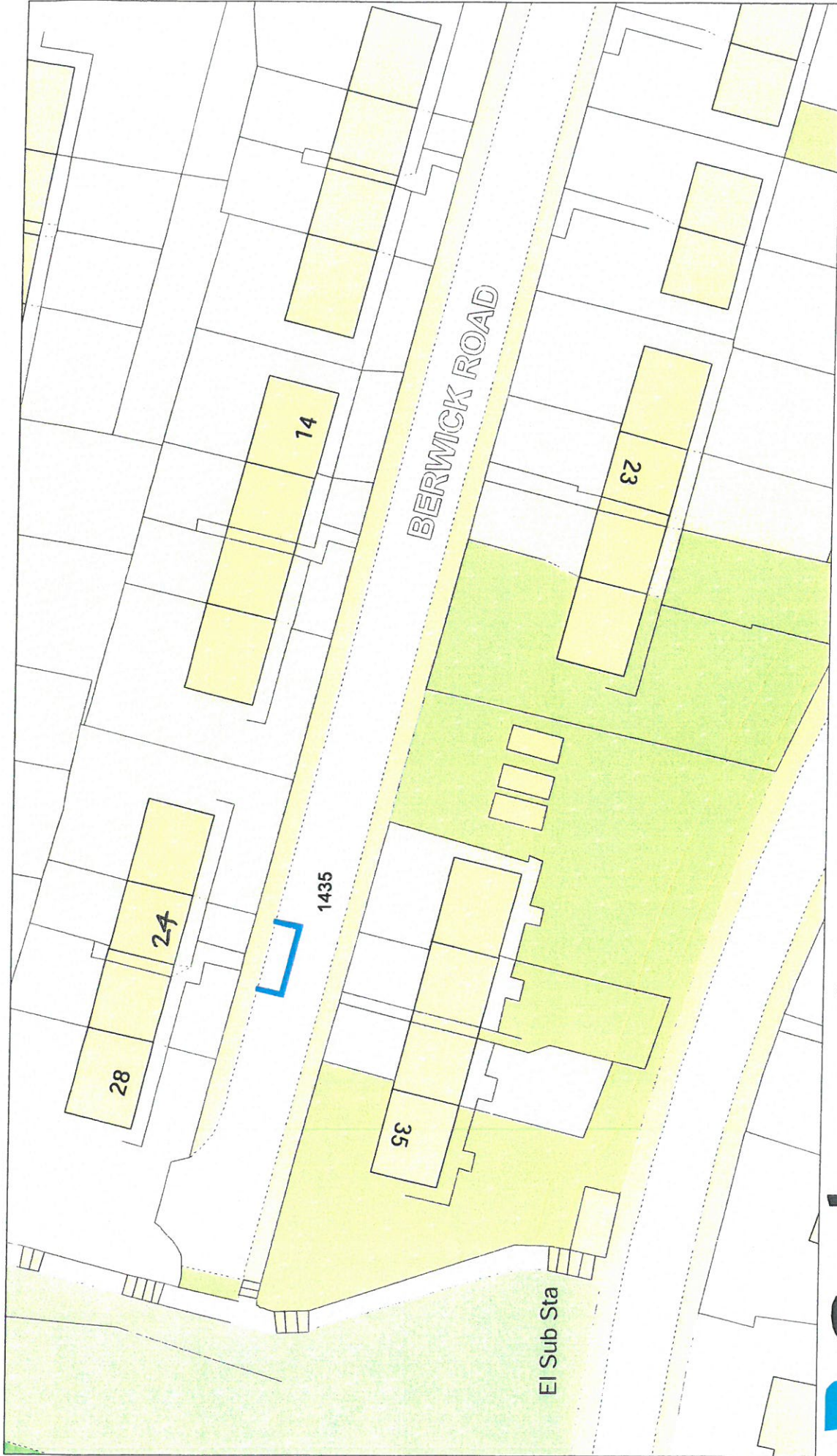


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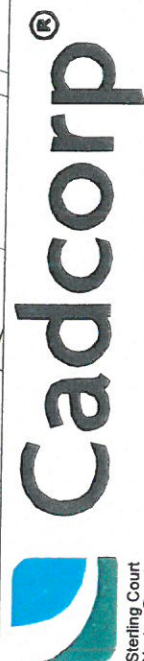


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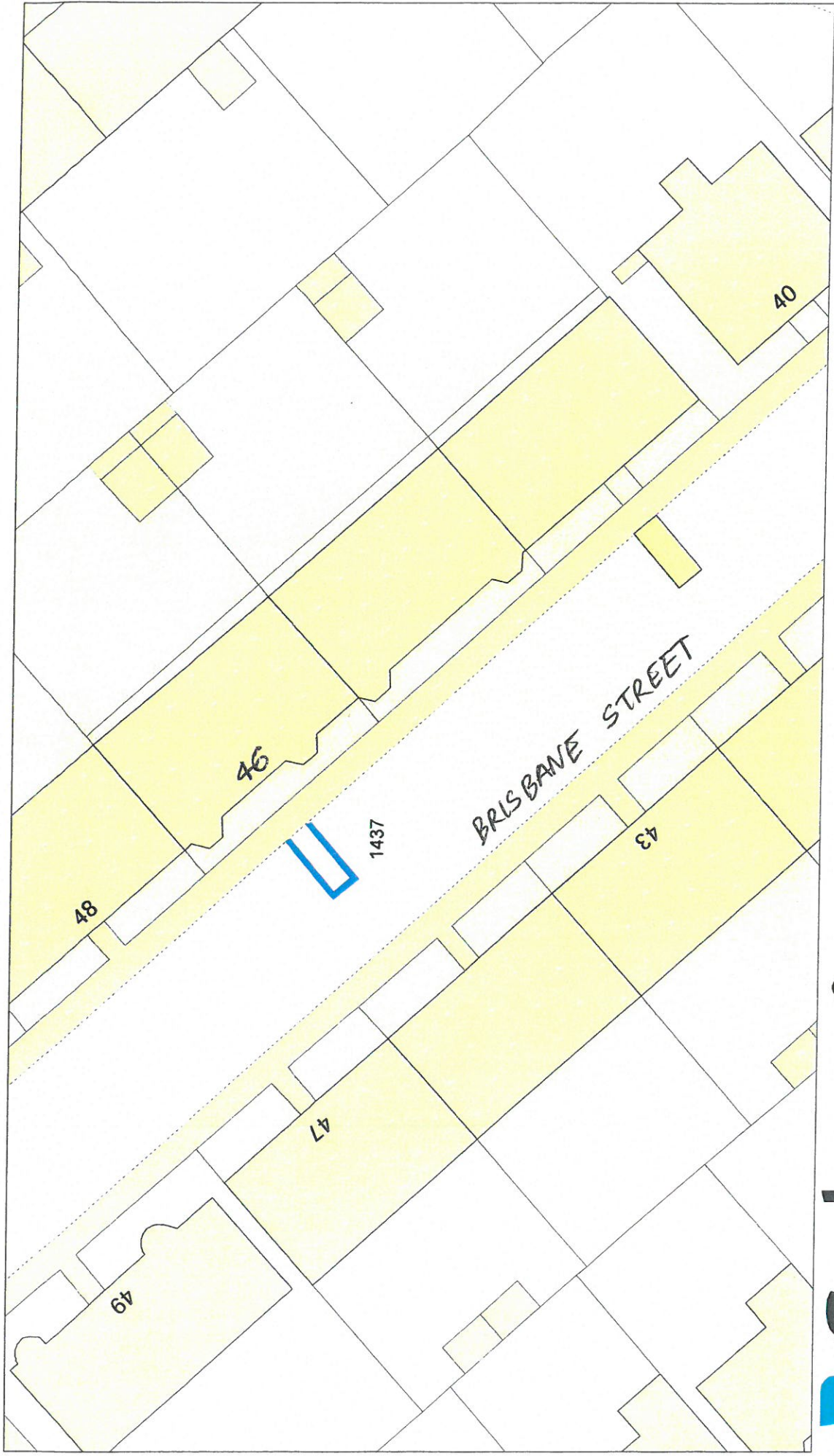
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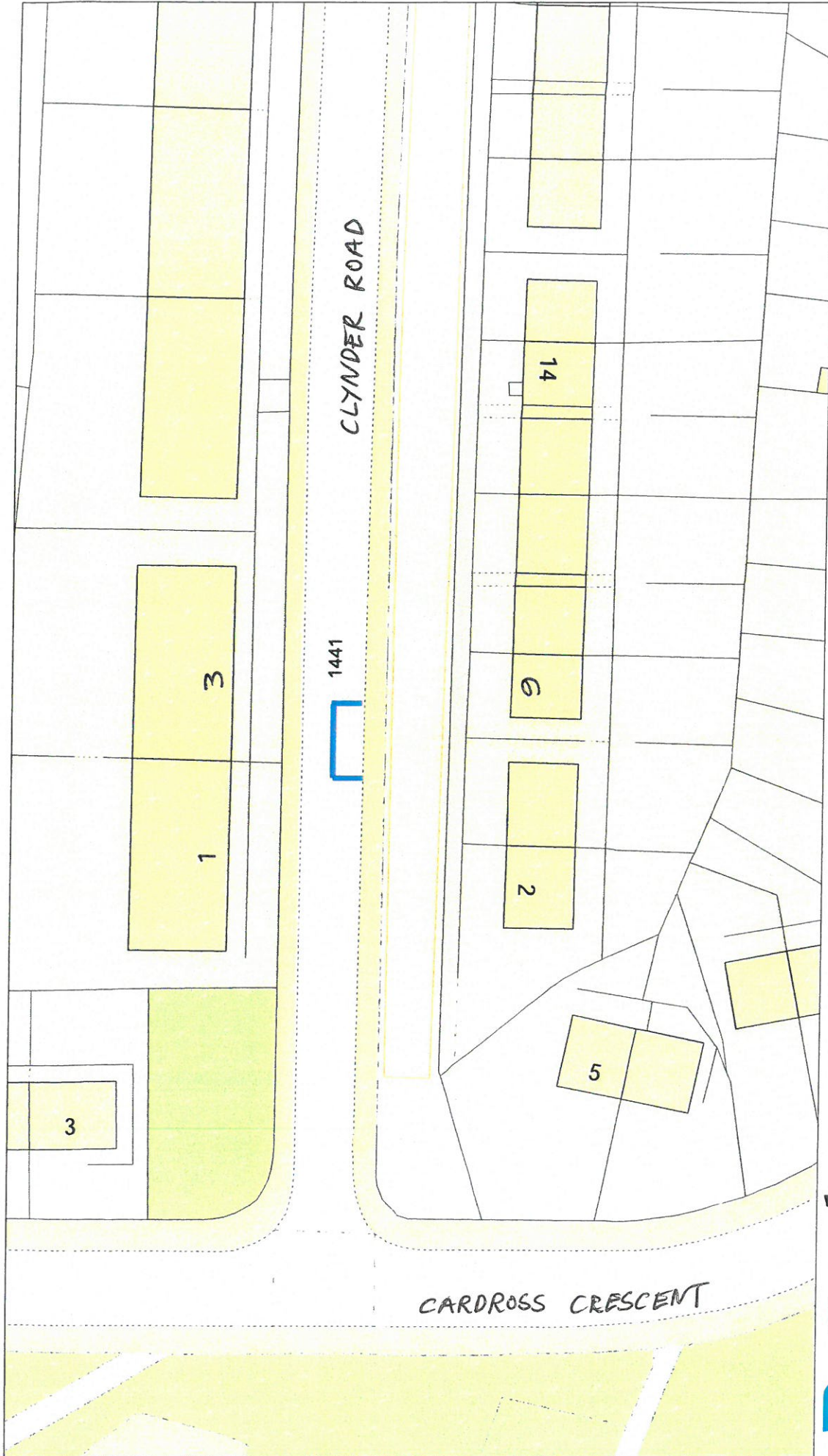


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DISABLED PERSONS' PARKING PLACE
6 CLYNDER ROAD, GREENOCK
PLACE No. 1441

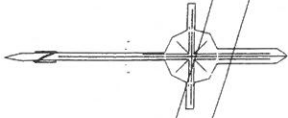


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Inverclyde
council

TRANSPORTATION AND ROADS

BMT 598M



GLENINVER ROAD

18

19

21

17a

17b

24

LARKFIELD GROVE

00.13

19

13

HEAD OF TRANSPORTATION AND ROADS
R.J. SMALL B.Sc., C.Eng., M.I.C.E.

Original Size
276 x 190 (A4)

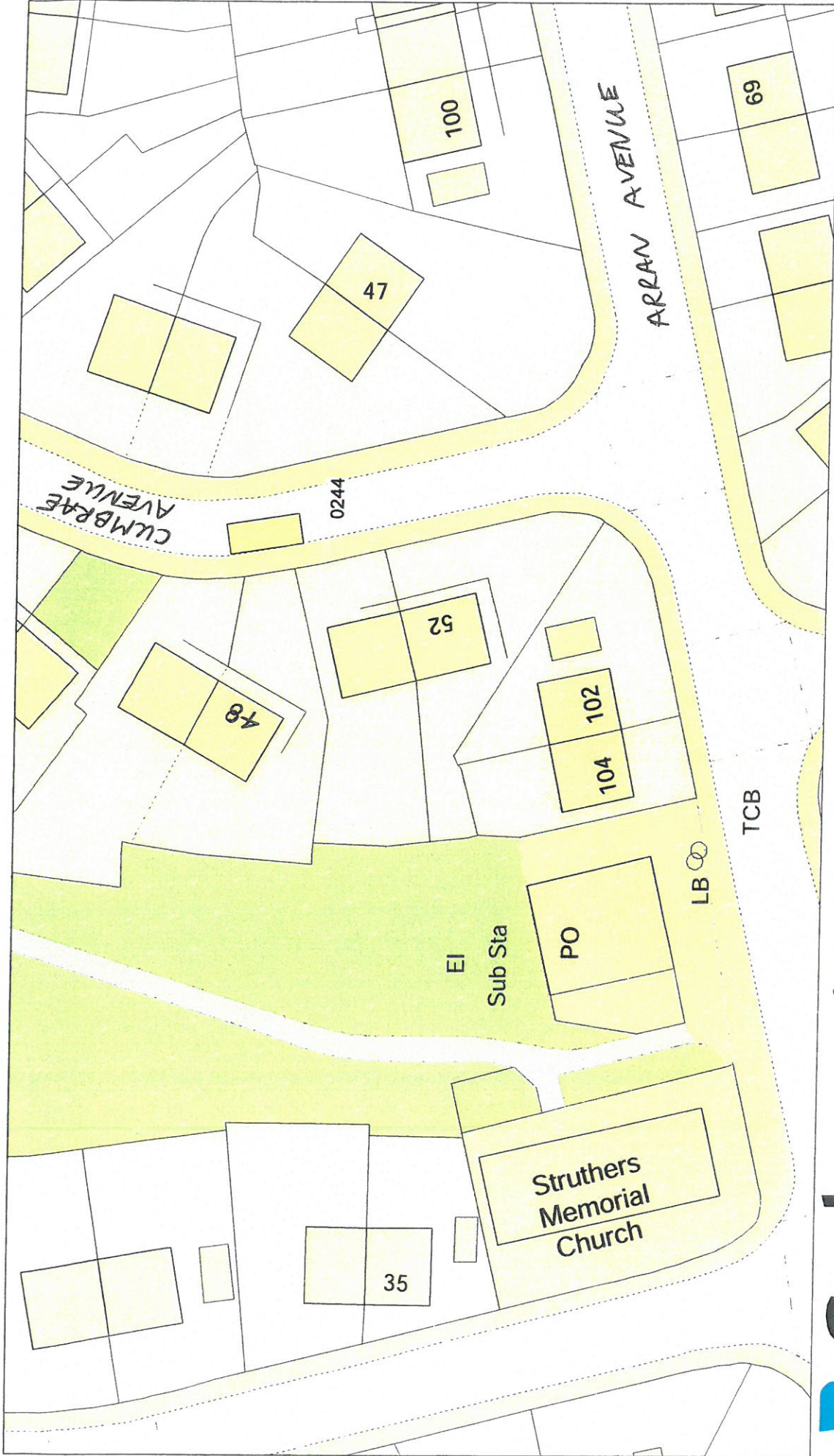
71 EAST HAMILTON STREET
GREENOCK,
PA15 2UA

Prepared by :
Drawn by :
Checked by :
Approved by :

Drawing No :
File No 19/38
Scale 1:500
Date 14/8/2000

DISABLED PARKING BAY
3 LARKFIELD GROVE, GREENOCK
REVOCATION

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DISABLED PERSONS' PARKING PLACE
48 CUMBRAE AVENUE, PORT GLASGOW
PLACE No. 0244 REVOCATION



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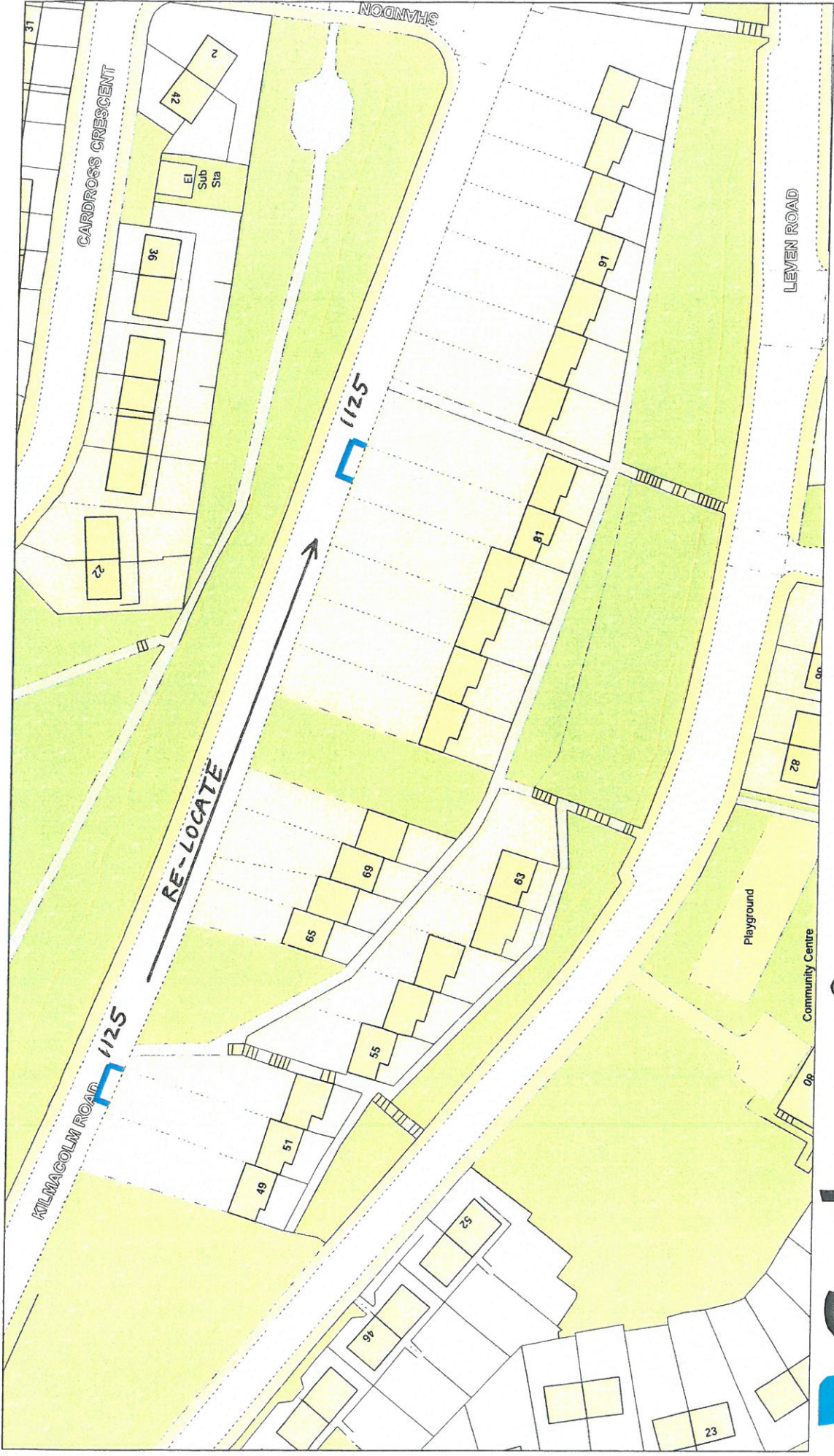


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**DISABLED PERSONS' PARKING PLACE
1 FERGUS ROAD, GREENOCK
PLACE No. 1367 REVOCATION**

Inverclyde
council
Environmental Services

Regeneration & Environment
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DISABLED PERSONS' PARKING PLACE
51 to 81 LEVEN ROAD, GREENOCK
PLACE No. 1125 AMENDMENT


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Report To:	Environment and Regeneration Committee	Date:	30 April 2015
Report By:	Corporate Director – Environment, Regeneration & Resources	Report No:	E&R/15/04/10/SJ/JH
Contact Officer:	Stuart Jamieson	Contact No:	712402
Subject:	Commercial Voids		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide the Members with an update on the number of voids in Council shop premises along with further information in respect of voids in the “whole” town centres retail stock along with an update what initiatives are used for occupiers.

2.0 SUMMARY

- 2.1 As part of the budget setting process and the resultant budget action plan a report was requested for Committee highlighting voids in Council shop premises and what interventions were being used to address this.
- 2.2 Traditionally the level of voids in the Council's Commercial and Industrial Portfolio of 115 shops has been relatively low. Voids have tended to have been as a result difficult to let circumstances centred around location, condition, redevelopment, and to a lesser extent market forces.
- 2.3 The Council has supported investment in its portfolio in recent times dealing with issues such as flooding, shop front improvements, signage, security, electrical upgrades etc which all make the portfolio fit for purpose bearing in mind tenants' obligations under our standard full repairing and insuring leases.
- 2.4 Since March 2014 two premises have been returned to the Council. In the same timescale six have remained vacant and although a number of premises are effectively removed from the portfolio due to redevelopment options, a further four premises are under offer and two have been let.
- 2.5 As well as specific interventions and initiatives at West Station and Dubbs Road, the Council's property assistance remains very popular both with Council tenants and non Council owners/tenants and once again this programme was over subscribed in the last financial year.
- 2.6 Voids in premises can be dependent on a number of contributory factors, such as rental values, term of lease, landlord flexibility, and of course market forces. Active support through business support measures can address some of these factors however it would not be appropriate to try to analyse why voids exist in non Council properties.

3.0 RECOMMENDATION

- 3.1 That the Committee note the level of voids in Council owned shops and the interventions which Economic Development staff employ to support businesses.

4.0 BACKGROUND

- 4.1 The Council has a portfolio of one hundred and fifteen retail premises in a variety of town centre and non town centre locations.
- 4.2 The lease arrangements for the properties are full repairing and insuring leases.
- 4.3 Voids in Council properties have tended to remain relatively low and indeed generally premises which have been capable of let have tended to have been let, however a number of premises have provided difficult to let due to condition etc. The current status of the Council owned shops which are leased or void is outlined in the table below:-

<u>Location</u>	<u>Leased</u>	<u>Vacant</u>	<u>Under offer</u>
Gourock	6	1	1
Port Glasgow	41	3	3
Greenock	44	6*	0

*A further ten properties at Cumberland Walk have been removed from the active portfolio due to redevelopment

- 4.6 The Council, through a number of property assistance initiatives, has supported improvements to both Council owned and non Council owned properties.
- 4.4 A number of market forces can affect the viability of a lease including the economy, lease and rates costs, lease duration, lease flexibility, location and premise condition.
- 4.5 Following a survey in early April 2015 the level of voids in all shops within the 3 main shopping centres are as follows:-

Gourock	7= 8%
Port Glasgow	12 = 15%
Greenock	45= 14%

5.0 CURRENT POSITION

- 5.1 Regular reports are provided to Committee on the Council's non operational property portfolio.

6.0 IMPLICATIONS

Finance

6.1 None.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (if Applicable)	Other Comments
N/A					

Legal

6.2 There are no legal implications arising from this report.

Human Resources

6.3 There are no HR implications arising from this report.

Equalities

6.4 There are no equalities implications arising from this report.

Repopulation

6.5 The appearance and level of voids in our town centres has a bearing on repopulation issues.

7.0 CONSULTATIONS

7.1 None.

8.0 LIST OF BACKGROUND PAPERS

8.1 None.