

**A meeting of the Environment & Regeneration Committee will be held on Thursday 29 August 2019 at 3pm within the Municipal Buildings, Greenock.**

GERARD MALONE  
Head of Legal and Property Services

**BUSINESS**

**\*\*Copy to follow**

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18.	<b>King George VI Building – 9-11 King Street, Port Glasgow</b> Report by Corporate Director Environment, Regeneration & Resources		p
19.	<b>Upper Kirn Dive, Gourock – (a) open space consultation; and (b) proposed residential development and road widening – PART A</b> Report by Corporate Director Environment, Regeneration & Resources		p
<b>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.</b>			
19(a).	<b>Upper Kirn Dive, Gourock – (a) open space consultation; and (b) proposed residential development and road widening – PART A</b> Appendix 3 relative to Agenda Item 19, comprising individual letters from petitioners and individual representations	<b>Para 1</b>	p
20.	<b>Upper Kirn Dive, Gourock – (a) open space consultation; and (b) proposed residential development and road widening – PART B</b> Report by Corporate Director Environment, Regeneration & Resources on options for proposed residential development and road widening, dependent on the outcome of the open space consultation	<b>Paras 2, 6 &amp; 9</b>	p
21.	<b>Residual Waste Procurement Outcome</b> Report by Corporate Director Environment, Regeneration & Resources on the outcome of the collaborative procurement for residual waste disposal services	<b>Paras 6 &amp; 8</b>	p

22.	<b>Cemetery Development Strategy</b> Report by Head of Environmental & Public Protection on progress with regard to cemetery development at Knocknairshill and Kilmacolm	<b>Paras 6, 8 &amp; 9</b>	<b>P</b>
23.	<b>Clune Park Regeneration Plan Progress Report: Update on Current Actions</b> Report by Corporate Director Environment, Regeneration & Resources providing an update on the current actions to implement the Council's decisions in the Clune Park Estate	<b>Paras 6, 9, 12 &amp; 13</b>	<b>P</b>
24.	<b>Lease of Premises: Larkfield Road, Gourock</b> Report by Corporate Director Environment, Regeneration & Resources on the lease of premises at Larkfield Road, Gourock	<b>Paras 2, 6 &amp; 9</b>	<b>P</b>
25.	<b>Lease of Premises: Tower Drive, Gourock</b> Report by Corporate Director Environment, Regeneration & Resources on the lease of premises at Tower Drive, Gourock	<b>Paras 2, 6 &amp; 9</b>	<b>P</b>
26.	<b>Lease of Premises: Port Glasgow Town Buildings</b> Report by Corporate Director Environment, Regeneration & Resources on the lease of accommodation within Port Glasgow Town Buildings	<b>Paras 2, 6 &amp; 9</b>	<b>P</b>
27.	<b>Underutilised Sites: Greenock Town Centre</b> Report by Head of Legal & Property Services recommending action in relation to an underutilised site in Greenock Town Centre	<b>Paras 6, 9, 12 &amp; 13</b>	<b>P</b>
28.	<b>Property Assets Management Report</b> Report by Corporate Director Environment, Regeneration & Resources making recommendations in respect of a number of property assets	<b>Paras 2, 6 &amp; 9</b>	<b>P</b>
29.	<b>Joint Working with West Dunbartonshire Council – Strategic Leadership</b> Report by Corporate Director Environment, Regeneration & Resources on proposals for further joint working with West Dunbartonshire Council	<b>Para 1</b>	<b>P</b>
30.	<b>Grant of Servitude for Sewer Connection at Site to Former Kings Glen Primary School, Greenock</b> Report by Corporate Director Environment, Regeneration & Resources on the use of the emergency powers procedure to grant a servitude right of access at the site of the former Kings Glen Primary School	<b>Paras 6 &amp; 9</b>	<b>P</b>

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

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Chief Financial Officer and Corporate Director Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>FIN/77/19/AP/MMcC</b>
<b>Contact Officer:</b>	<b>Mary McCabe</b>	<b>Contact No:</b>	<b>01475 712222</b>
<b>Subject:</b>	<b>Environment and Regeneration 2019/20 Revenue Budget – Period 3 (30 June 2019)</b>		

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## 1.0 PURPOSE

- 1.1 To advise the Committee of the 2018/19 out-turn and the 2019/20 Revenue Budget position at period 3 to 30 June 2019.

## 2.0 SUMMARY

- 2.1 In 2018/19, excluding the carry forward of Earmarked Reserves, there was an underspend of £194,000 within the Environment and Regeneration Committee. This was an increase in expenditure of £189,000 from the Period 11 projected outturn reported to Committee in May.
- 2.2 The major variances making up this underspend were as follows:
- i. Turnover Savings across the Committee (not offset by other variances or income) of £298,000, due to delays in filling vacant posts.
  - ii. A net over-recovery of Planning fee income of £154,000 due to a higher than budgeted level of applications being received.
  - iii. A net overspend in Building Services of £106,000. This is mainly due to a change in accounting treatment which means that Work in Progress is not recognised as income at the year end. The impact of this will be one-off.
  - iv. An overspend of £108,000 in Waste Strategy due to additional costs associated with the previous recycling contractor going into liquidation.
  - v. An underspend within Refuse Transfer Station on the residual waste contract of £105,000 due to a lower than budgeted level of tonnes treated. This was offset by an under-recovery of £99,000 within trade waste income. The Committee is requested to approve virement as outlined at 3.2 and Section 8 to offset these variances.
  - vi. Underspends in Roads Client electrical power and lighting maintenance of £51,000 and £56,000 due to the investment in street lighting. These budget lines have been reduced as part of the 2019/20 budget process.
  - vii. An over-recovery of Roads Client fee income of £61,000 due to a number of large grant funded projects being carried out in year.
  - viii. A net overspend within Roads Operations of £189,000.
- 2.3 The revised 2019/20 budget for Environment and Regeneration is £23,900,000 which excludes Earmarked Reserves.
- 2.4 The latest projection, excluding Earmarked Reserves, is an underspend of £66,000.

- 2.5 The main material variances projected at Period 3 are turnover savings across the Committee, due to delays in filling vacant posts.
- 2.6 Operational Earmarked Reserves for 2019/20 total £4,659,000 of which £1,716,000 is projected to be spent in the current financial year. As detailed in Appendix 4, expenditure of £133,000 (8% of projected spend or 100% of phased budget) has been incurred to Period 3.

### **3.0 RECOMMENDATIONS**

- 3.1 It is recommended that the Committee notes the out-turn for 2018/19 and the current projected underspend for 2019/20 of £66,000 as at 30 June 2019.
- 3.2 The Committee is asked to approve virement as detailed in Section 8 and Appendix 5.

Alan Puckrin  
Chief Financial Officer

Scott Allan  
Corporate Director  
Environment, Regeneration & Resources

## 4.0 BACKGROUND

- 4.1 The purpose of this report is to advise the Committee of the current position of the 2019/20 budget as well as the 2018/19 out-turn and to highlight the main issues contributing to the underspend in 2018/19 and the projected underspend in 2019/20.
- 4.2 The revised 2018/19 budget for Environment and Regeneration, excluding earmarked reserves, is £23,900,000. This is an increase of £5,000 from the approved budget, prior to transfers to earmarked reserves. Appendix 1 gives details of this budget movement.

## 5.0 2018/19 OUT-TURN

- 5.1 The main variations from budget and movements from the probable outturn position reported to the Committee in May for 2018/19 were as follows:

	Revised Budget 2018/19	Outturn 2018/19	Variance to Budget	Percentage Variance to Budget	Movement since Period 11
Regeneration & Planning	3,807	3,665	(142)	(3.73)%	71
Property Services	3,348	3,451	103	3.08%	110
Environmental & Public Protection	12,882	12,760	(122)	(0.95)%	(102)
Roads	3,917	3,884	(33)	(0.84)%	110
Corporate Director	150	150	0	0.00%	0
<b>TOTAL NET EXPENDITURE</b>	<b>24,104</b>	<b>23,910</b>	<b>(194)</b>	<b>(0.80)%</b>	<b>189</b>
Earmarked Reserves	(1,708)	(1,708)	0	0.00%	0
<b>TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES</b>	<b>22,396</b>	<b>22,202</b>	<b>(194)</b>	<b>(0.87)%</b>	<b>189</b>

- 5.2 The actual out-turn, excluding Earmarked Reserves, was £22,202,000 which represents an underspend of £194,000. This is an increase in spend of £189,000 from the projected outturn reported to the Committee in May 2019. The material variances are outlined in 5.3 to 5.7.

### 5.3 Committee-wide Variances

Turnover Savings across the Committee (not offset by other variances or income) of £298,000, due to delays in filling vacant posts.

### 5.4 Regeneration & Planning Variances

- i. Over-recovery of Planning fee income of £154,000 due to an increased number of planning applications. In addition to this over-recovery, £69,000 additional income was earmarked for use in future years.
- ii. A net overspend in Building Services of £106,000, mainly due to a new accounting standard which means that Work in Progress is not recognised at the year end. This will be a one-off impact.

### 5.5 Property Services Variances

There were a number of variances within Property Services totalling £103,000; none of which were material.

## 5.6 Environmental & Public Protection Variances

- i. An underspend on the residual waste contract of £105,000 due to a reduced number of tonnes of waste being processed. This is offset by an under recovery in Trade Waste income of £99,000. Virement, as requested at 3.2 and detailed in Section 8 of this report, will offset these variances in the current financial year.
- ii. An overspend of £108,000 on the recycling contract due to the previous contractor going into liquidation and the temporary measures that had to be put in place as a result.

## 5.7 Roads

- i. An underspend on Roads Lighting electrical power of £51,000 due to the early achievement of savings resulting from the conversion of higher wattage lighting units ahead of schedule.
- ii. An underspend on the Roads Lighting Maintenance contract of £56,000, due to a drop in maintenance costs as a result of capital investment in street lighting. The 2019/20 budget has consequently been reduced by £45,000.
- iii. An over recovery of Roads Client fee income of £61,000 due to a higher than anticipated level of grant funded works.
- iv. An underspend in Roads Operations materials and subcontractors of £406,000; more than offset by an under recovery in income of £595,000.

## 6.0 2019/20 CURRENT POSITION

6.1 The current projection for 2019/20 is an underspend of £66,000 (0.28%).

### 6.2 Regeneration & Planning - £70,000 underspend

The current projected out-turn for Regeneration & Planning is an underspend of £70,000.

The main issues relating to the current projected underspend for Regeneration & Planning are detailed below and in Appendix 3:

#### (a) Employee Costs

There is a projected underspend of £79,000 in employee costs due to delays in filling vacant posts.

#### (b) Payments to Other Bodies

There is a projected overspend of £117,000 in Payments to Other Bodies, mainly due to expenditure on grant funded projects: Smarter Choices and Innovation & Integration of £73,000 and £30,000 respectively. This expenditure is offset by grant income, per 6.2 (c) below.

#### (c) Income

There is a net over recovery in income of £108,000, the majority of which is grant income for Smarter Choices and Innovation and Integration, as outlined at 6.2 (b) above.

### 6.3 **Property Services - £88,000 overspend**

The current projected out-turn for Property Services is an overspend of £88,000.

The main issues contributing to the current projected overspend for Property Services are detailed below and in Appendix 3:

#### (a) Employee Costs

There is a projected underspend of £25,000, mainly due to a projected underspend in Technical Services of £75,000, offset by a turnover savings budget of £39,000.

#### (b) Property Costs

There is a projected overspend in Property Costs of £20,000 within Surplus Property mainly due to NDR costs for a number of empty properties which are at various stages in the process of marketing for disposal.

#### (c) Administration Costs

There is a projected overspend of £200,000 within Technical Services agency staff costs which are offset by additional capital recharge income and turnover savings.

#### (d) Income

There is a projected over recovery in income of £107,000, mainly due to an over recovery of Technical Services property fee income of £125,000. This income is more than offset by an increase in agency staff costs. Officers will continue to monitor the projected fee income and an updated position will be presented to the next Committee.

### 6.4 **Environmental & Public Protection - £61,000 underspend**

The current projected out-turn for Environmental & Public Protection is an underspend of £61,000.

The main issues contributing to the current projected underspend for Environmental & Public Protection are detailed below and in Appendix 3:

#### (a) Employee Costs

There is a projected underspend of £49,000 in employee costs, mainly due to:

- i. Turnover savings and reduced overtime in Refuse Collection of £53,000. This is partially offset by an overspend on agency costs.
- ii. Turnover savings within Vehicle Maintenance of £34,000.
- iii. Within Management, there is a projected overspend of £46,000 due to the turnover savings target not being achieved.
- iv. Other turnover savings across the Service of £8,000.

#### (b) Administration Costs

There is a projected overspend of £47,000 in Administration costs, mainly due to a projected overspend on agency costs of £44,000 within Refuse Collection. This overspend is offset by an underspend in employee costs.



(c) Payments to Other Bodies

Payments to Other Bodies is projected to overspend by £108,000, due mainly to the following:

- i. Expenditure of £172,000 relating to the Home Energy Efficiency Programmes for Scotland (HEEPS) grant, offset by income.
- ii. A projected underspend in the residual waste contract of £25,000. This is the position after allowing for virement as requested at 3.2 and Section 8.
- iii. A projected underspend on the recycling contract of £40,000 due to a reduction in tonnages treated.

(d) Income

A £60,000 contribution towards Affordable Housing has been received from a housing developer. This is not included in the projected outturn as it will be transferred to the Repairs and Renewals fund at the year end.

There is a projected over recovery in income of £174,000, mainly due to:

- i. HEEPS grant income of £172,000, offset by additional expenditure, see 6.4(c)(i) above.
- ii. An under recovery in Refuse Collection trade waste income of £25,000. This position is after virement outlined in Section 8 has been allowed for. This line will continue to be monitored in conjunction with the residual waste budget.

**6.5 Roads - £23,000 underspend**

The current projected out-turn for Roads is an underspend of £23,000.

The main issues contributing to the current projected underspend for Roads are detailed below and in Appendix 3:

(a) Employee Costs

Employee costs are projected to overspend by £10,000, due to the following:

- i. Within Roads Client there is an overspend of £47,000 projected. This is mainly due to employee cost expenditure which is partly funded by additional fee income and the turnover savings target not being achieved.
- ii. There are turnover savings projected within Roads Operations of £37,000 which are offset by expenditure on agency staff, per 6.5(c) below.

(b) Supplies & Services

There is a projected overspend of £22,000 within Supplies & Services, mainly due to:

- i. Roads Client rechargeable works of £34,000, offset by additional income.
- ii. An underspend in Roads Client Lighting electrical power of £20,000. This is a recurring underspend and will be addressed as part of the budget process.

(c) Administration Costs

There is a projected overspend of £30,000 due to spend on agency workers which is offset by turnover savings.

(d) Income

There is a projected over recovery in income of £69,000, mainly due to:

- i. Income for rechargeable works, as outlined at 6.5(b)(i) above of £34,000.
- ii. Capital fee income which offsets additional employee costs of £30,000

6.6 Corporate Director - £nil Variance

The Corporate Director budget is currently projecting to out-turn on budget.

7.0 **EARMARKED RESERVES**

7.1 Appendix 4 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 100% of phased budget (8% of projected spend).

8.0 **VIREMENTS**

8.1 The Committee is asked to approve virements as outlined in Appendix 5. These virements are reflected throughout the report. Firstly, it is requested that £100,000 be vired in order to offset a variance within the Trade Waste income budget arising due to a reduction in customer base, with a corresponding reduction in Residual Waste disposal costs, due to less tonnes being treated. Secondly, it is requested that a further £26,000 be vired from Residual Waste disposal to Non Contract Waste disposal. This virement is necessary due to alternative disposal routes being adopted for certain waste streams. These virements are permanent in nature.

9.0 **IMPLICATIONS**

**Finance**

9.1 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**

9.2 There are no specific legal implications arising from this report.

## **Human Resources**

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

## **Equalities**

9.4 There are no equality issues arising from this report.

## **Repopulation**

9.5 There are no repopulation issues within this report.

## **10.0 CONSULTATIONS**

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

## **11.0 CONCLUSIONS**

11.1 The Committee is currently reporting an underspend of £66,000.

## **12.0 LIST OF BACKGROUND PAPERS**

12.1 There are no background papers relating to this report.

**Environment & Regeneration Budget Movement - 2018/19****PERIOD 3: 1st April 2019- 30th June 2019**

Service	Approved Budget		Movements			Revised Budget
	2019/20 £000	Inflation £000	Virement £000	Supplementary Budgets £000	Transferred to EMR £000	2019/20 £000
Regeneration & Planning	3,849			5		3,854
Property Services	3,307					3,307
Environmental & Public Protection	12,918		(47)			12,871
Roads	3,665		47			3,712
Corporate Director	156					156
Totals	<u>23,895</u>	<u>0</u>	<u>0</u>	<u>5</u>	<u>0</u>	<u>23,900</u>

**Movement Details**

£000

External ResourcesInflation0Virements

Virement from Environment &amp; Public Protection to Roads in relation to employee transfers

(47)

Virement to Roads from Environment &amp; Public Protection in relation to employee transfers

47

0Supplementary Budgets

Additional budget for management regrading approved as part of Senior Management restructure

5

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ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTPERIOD 3: 1st April 2019- 30th June 2019

Subjective Heading	Approved Budget 2019/20 £000	Revised Budget 2019/20 £000	Projected Out-turn 2019/20 £000	Projected Over/(Under) Spend	Percentage Variance %
Employee Costs	15,784	15,897	15,754	(143)	(0.90)%
Property Costs	5,385	5,385	5,390	5	0.09%
Supplies & Services	4,633	4,205	4,232	27	0.64%
Transport Costs	2,230	2,298	2,301	3	0.13%
Administration Costs	556	570	847	277	48.58%
Payments to Other Bodies	9,561	9,410	9,634	224	2.38%
Other Expenditure	378	366	365	(1)	(0.27)%
Income	(14,632)	(14,231)	(14,689)	(458)	3.22%
<b>TOTAL NET EXPENDITURE</b>	<b>23,895</b>	<b>23,900</b>	<b>23,834</b>	<b>(66)</b>	<b>(0.28)%</b>
Transfer to Earmarked Reserves *	0	0	0	0	
<b>TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES</b>	<b>23,895</b>	<b>23,900</b>	<b>23,834</b>	<b>(66)</b>	<b>(0.28)%</b>

Objective Heading	Approved Budget 2019/20 £000	Revised Budget 2019/20 £000	Projected Out-turn 2019/20 £000	Projected Over/(Under) Spend	Percentage Variance %
Regeneration & Planning	3,849	3,854	3,784	(70)	(1.82)%
Property Services	3,307	3,307	3,395	88	2.66%
Environmental & Public Protection	12,918	12,871	12,810	(61)	(0.47)%
Roads	3,665	3,712	3,689	(23)	(0.62)%
Corporate Director	156	156	156	0	0.00%
<b>TOTAL NET EXPENDITURE</b>	<b>23,895</b>	<b>23,900</b>	<b>23,834</b>	<b>(66)</b>	<b>(0.28)%</b>
Transfer to Earmarked Reserves *	0	0	0	0	
<b>TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES</b>	<b>23,895</b>	<b>23,900</b>	<b>23,834</b>	<b>(66)</b>	<b>(0.28)%</b>

\* Per Appendix 3: New funding transferred to earmarked reserves during 2019/20

Earmarked Reserves	Approved Reserves 2019/20 £000	Revised Reserves 2019/20 £000	2019/20 Budget £000	Projected Spend 2019/20 £000	Projected Carry Forward £000
Earmarked Reserves	5,794	9,863	5,283	5,283	4,580
CFCR	0	665	173	173	492
<b>TOTAL</b>	<b>5,794</b>	<b>10,528</b>	<b>5,456</b>	<b>5,456</b>	<b>5,072</b>

ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTMATERIAL VARIANCESPERIOD 3: 1st April 2019- 30th June 2019

<u>Out Turn</u> <u>2018/19</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2019/20</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u> <u>£000</u>	<u>Actual to</u> <u>30-Jun-19</u> <u>£000</u>	<u>Projection</u> <u>2019/20</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
	<b>REGENERATION &amp; PLANNING</b>							
487	Economic Development - Admin	Employee Costs	463	110	98	440	(23)	(4.97)%
208	Planning - Building Control	Employee Costs	275	66	33	239	(36)	(13.09)%
							<b>(59)</b>	
76	Regeneration Fund - Innovation Grant Expenditure	PTOB	0	0	1	30	30	
87	Planning - Smarter Choices Grant Expenditure	PTOB	0	0	0	73	73	
							<b>103</b>	
(76)	Regeneration Fund - Innovation Grant Income	Income	0	0	(30)	(30)	(30)	
(87)	Planning - Smarter Choices Grant Income	Income	0	0	0	(73)	(73)	
							<b>(103)</b>	
	<b>PROPERTY SERVICES</b>							
845	Technical Services - Employee Costs	Employee Costs	863	205	202	827	(36)	(4.17)%
							<b>(36)</b>	
86	Surplus Property - Property Costs	Property Costs	55	14	72	75	20	36.36%
							<b>20</b>	
265	Technical Services - Agency Staff	Administration	0	0	56	200	200	
							<b>200</b>	
(1,025)	Technical Services - Recharges to Capital	Income	(758)	(190)	0	(883)	(125)	16.49%
							<b>(125)</b>	

ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTMATERIAL VARIANCESPERIOD 3: 1st April 2019- 30th June 2019

<u>Out Turn</u> <u>2018/19</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2019/20</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u> <u>£000</u>	<u>Actual to</u> <u>30-Jun-19</u> <u>£000</u>	<u>Projection</u> <u>2019/20</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
	<b>ENVIRONMENTAL &amp; PUBLIC PROTECTION</b>							
0	Public Protection - Safer Communities	Employee Costs	777	185	182	797	20	2.57%
843	Public Protection - Community Wardens	Employee Costs	773	184	178	746	(27)	(3.49)%
199	Vehicle Maintenance - Manuals	Employee Costs	897	217	145	863	(34)	(3.79)%
361	Refuse Collection- Manuals	Employee Costs	1,584	362	337	1,531	(53)	(3.35)%
2,407	Environmental Management	Employee Costs	1,385	329	347	1,431	46	3.32%
							<b>(48)</b>	
93	Refuse Collection - Agency Staff	Administration	20	5	22	64	44	220.00%
							<b>44</b>	
1,204	HEEPS - Payments to Other Bodies	PTOB	0	0	172	172	172	
2,812	Refuse Transfer Station- Residual Waste Contract	PTOB	2,702	504	553	2,677	(25)	(0.93)%
270	Waste Strategy - Dry Mixed Recycling	PTOB	344	90	22	304	(40)	(11.63)%
							<b>107</b>	
1,248	HEEPS - Government Grants	Income	0	0	(172)	(172)	(172)	
(704)	Refuse Collection - Food Waste Disposal	Income	(722)	(288)	(239)	(697)	25	(3.46)%
							<b>(147)</b>	

ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTMATERIAL VARIANCESPERIOD 3: 1st April 2019- 30th June 2019

<u>Out Turn</u> <u>2018/19</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2019/20</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u> <u>£000</u>	<u>Actual to</u> <u>30-Jun-19</u> <u>£000</u>	<u>Projection</u> <u>2019/20</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
	<b>ROADS</b>							
698	Roads Operations Unit	Employee Costs	730	174	147	693	(37)	(5.07)%
25	Roads Client	Employee Costs	1,269	302	333	1,316	47	3.70%
							<b>10</b>	
293	Roads Client - Rechargeable payments to contractor	Supplies and Services	0	0	34	34	34	
358	Roads Client - Lighting - Electrical Power	Supplies and Services	354	89	37	334	(20)	(5.65)%
							<b>14</b>	
24	Roads Operations Unit - Agency Costs	Administration Costs	0	0	30	30	30	
							<b>30</b>	
(133)	Roads Client - Income from Capital	Income	(324)	(81)	0	(354)	(30)	9.26%
(807)	Roads Operations Unit - DLO Recharges at Dayworks	Income	(654)	(83)	(126)	(879)	(225)	34.40%
(1,903)	Roads Operations Unit - DLO Recharges at Schedule of Rates	Income	(2,256)	(344)	0	(1,981)	275	(12.19)%
(197)	Roads Operations Unit - Non Client Involvement	Income	(26)	(3)	(13)	(76)	(50)	192.31%
(286)	Roads Client - Rechargeable Works	Income	0	0	0	(34)	(34)	
							<b>(64)</b>	
<b>Total Material Variances</b>							<b>(54)</b>	



EARMARKED RESERVES POSITION STATEMENT

Appendix 4

COMMITTEE: Environment & Regeneration

Project	Total Funding	Phased Budget To Period 03	Actual To Period 03	Projected Spend	Amount to be Earmarked for 2020/21 & Beyond	Lead Officer Update
	2019/20 £000	2019/20 £000	2019/20 £000	2019/20 £000	£000	
Renewal of Clune Park Area	2,285	38	38	190	2,095	The majority of the projected expenditure in 2019/20 relates to Legal Fees and Professional fees. There will also be some security costs.
Youth Employment	633	21	21	426	207	Direct employee costs for Modern apprentices as well as training fees and grants to local employers. Graduates now in post.
Repopulating/Promoting Inverclyde/ Group Action Plan	595	6	6	180	415	Original funding for Marketing, Council Tax discounts, relocation packages, Tourism, Business Support and self build plots to attract residents to Inverclyde. New Action Plan currently being developed by repopulation group.
Employability Initiatives	154	0	0	48	106	Contracts to local organisations and individuals for general employability.
Town and Village Centre Environmental Improvements	143	48	48	143	0	To deliver a range of environmental improvements in towns and villages across Inverclyde in consultation with Local Communities. Review of outturn being undertaken following RI transition.
Demolish Redundant Buildings	150	0	0	150	0	Provision of grant support to private owners to allow demolition of redundant buildings at Port Glasgow Industrial Estate. Propose report to September Committee to amend policy.
Roads Defects & Drainage	200	20	20	200	0	Additional funding will be used to carry out repairs to carriageways, footways, drainage and others as required after winter weather conditions.
Allocation for a Safer Streets Initiative	150	0	0	150	0	Recommendations will be identified and presented to Committee. Additional funding will be used to deliver projects that are identified through reallocation of scoring to prioritise public perception projects.

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Environment & Regeneration

<u>Project</u>	<u>Total Funding</u>	<u>Phased Budget To Period 03</u>	<u>Actual To Period 03</u>	<u>Projected Spend</u>	<u>Amount to be Earmarked for 2020/21 &amp; Beyond</u>	<u>Lead Officer Update</u>
	<u>2019/20</u> <u>£000</u>	<u>2019/20</u> <u>£000</u>	<u>2019/20</u> <u>£000</u>	<u>2019/20</u> <u>£000</u>	<u>£000</u>	
Seed Funding for active travel within Inverclyde	50	0	0	50	0	Policy in development, proposed report to September Committee.
Establish a conservation area and listed building grant	80	0	0	0	80	Policy in development, proposed report to September Committee.
Repaint and carry out essential repairs to the Comet	50	0	0	10	40	Carrying out survey to assess the extent and cost of work required.
Strategic Investment	169	0	0	169	0	Will be spent in full 19/20 (awaiting company to sign agreement).
<b>Total Category C to E</b>	<b>4,659</b>	<b>133</b>	<b>133</b>	<b>1,716</b>	<b>2,943</b>	

**ENVIRONMENT AND REGENERATION COMMITTEE****VIREMENT REQUESTS****PERIOD 3: 1st April 2019- 30th June 2019**

<b>Budget Heading</b>		<b>Increase Budget</b>	<b>(Decrease) Budget</b>
		<b>£</b>	<b>£</b>
Refuse Transfer Station - Residual Waste contract	1		(100,000)
Refuse Collection - Trade Waste income	1	100,000	
Refuse Transfer Station - Residual Waste contract	2		(26,000)
Refuse Transfer Station - Non Contract Waste Disposal	2	26,000	
<b>Total</b>		<b>126,000</b>	<b>(126,000)</b>

**Note**

- 1 This permanent virement is requested in order to correct an underlying under recovery in Refuse Collection Trade Waste income due to a loss of customer base. This has led to a reduction in residual waste tonnages disposed of and therefore the proposed virement offsets the two variances.
- 2 This permanent virement is requested due to changes in the way some waste streams are treated. Whereby previously some items would have been landfilled, alternative methods of disposal have been introduced. This virement corrects the budget allocation accordingly.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Chief Financial Officer and Corporate Director Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>FIN/76/19/AP/CA</b>
<b>Contact Officer:</b>	<b>Carol Alderson</b>	<b>Contact No:</b>	<b>01475 712264</b>
<b>Subject:</b>	<b>Environment &amp; Regeneration Capital Programme 2019/20 to 2022/23 - Progress</b>		

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## 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 the 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 9.2 that the projected spend is £100.430m, which means the total projected spend is on budget.
- 2.3 Expenditure at 30 June is 10.94% of 2019/20 projected spend, there is net slippage of £1.027m (8.20%) being reported due to slippage within Cremator Replacement (£1.147m) and Ivy House replacement (£0.120m) offset by advancement within the RAMP and core roads (£0.073m) and Inverclyde Centre for Independent Living (£0.170m).

## 3.0 RECOMMENDATIONS

- 3.1 That the Committee notes the current position of the 2019/23 Capital Programme and the progress on the specific projects detailed in Appendices 1 & 2.
- 3.2 The Committee is requested to note the current over expenditure of £0.028m for the District Court Room Restoration and a more detailed report on the final position will be brought back to a future Committee upon agreement of the final account for the project. The Committee is also requested to note that any over expenditure will be contained within the Core Property Services General Provision.
- 3.3 That the Committee approves the allocation of a further £0.060m of Town Centre Funding to the Lyle Fountain restoration.

Alan Puckrin  
Chief Financial Officer

Scott Allan  
Corporate Director  
Environment, Regeneration  
& Resources

## 4.0 BACKGROUND

4.1 On March 21 2019 the Council approved the 2019/23 Capital Programme. This effectively continued the previously approved 2018/21 Capital Programme to 2019/23, in addition to the core annual allocations funding was approved to continue the RAMP and for the Open Spaces AMP for the period.

## 5.0 PROGRESS (Roads Major Projects)

5.1 **Carriageways:** 6 of 11 capital schemes programmed for 2019/20 are complete with an additional 4 reserve schemes also programmed for 2019/20. 4 of 18 large patching schemes are complete with Surface Dressing completed in July.

5.2 **Footways:** 3 of 12 footway resurfacing schemes now complete.

5.3 **Street Lighting:** LED Lanterns Work Package 5 comprising approximately 3,500 lanterns is complete. The 2019/20 column replacement contract which consists of the replacement of approximately 750 life expired columns is being prepared for tender in August/September.

5.4 **Structures:** Cardwell Rail Bridge waterproofing works now complete. Bogston Ramp parapet replacement works are now on site. Newton Street Bridge is currently being assessed by an external contractor.

5.5 **Flood Risk Management (Central Greenock):** A SEPA license has been applied for to carry out the removal of debris and clean the Eastern Line of Falls.

5.6 **Flood Risk Management (Flood Risk Management Plan):** Bouverie Burn service diversion quotes have now been returned and tender documents are being prepared. Officers are progressing proposals regarding attenuation works at Glen Mosston Burn and are in discussion with land owners. Gotter Water service diversion costs are currently being obtained.

5.7 **Cycling, Walking & Safer Streets:** Buildouts have started at Robertson Street. Access and Traffic Calming proposals at Sinclair Street Bridge are out for public consultation.

5.8 **SPT:** Chapelton Bridge Works are now complete after delays due to unforeseen ground conditions resulting in re-design elements. The tender has been awarded for the installation of traffic lights on Container Way. Tender documents are being prepared for junction widening works at Gibshill Road/Weir Street.

## 6.0 PROGRESS (Environment & Public Protection Major Projects):

6.1 **Vehicle Replacement Programme:** The Vehicle Replacement Programme budget for 2019/20 is £1.301m. £0.232m of assets has been delivered with a further £0.389m committed. Full budget spend is anticipated for 2019/20. While the VRP remains within budget it is coming under increasing pressure due to inflation in fleet purchase costs which may result in the earmarked reserves built into the programme being utilised in forthcoming years.

6.2 **Play Areas:** Sir Michael Street Phase 2 - Contractor is on site. Additional work to the high wall at the back of the site is too expensive and cannot be undertaken within budget and will not proceed. Synthetic carpet has been installed. Brick wall construction subject to delivery of copes - awaiting confirmation. Seeding to be held back until September. All works due for completion by 2 September 2019.

6.3 **Cemetery Development:** A final report is currently being established to the hydrology department at SEPA, a meeting with SEPA will be convened with our intended proposals for extending Knocknairshill Cemetery subject to their approval. A report elsewhere on this agenda addresses the purchase of land at Kilmacolm Cemetery.

6.4 **Cremator Replacement:** An appointment of a Project Manager has now been completed, a site investigations (SI), building Survey and a Wild Life Survey are current being undertaken at Greenock Crematorium. Tender for the Cremators is being prepared and once the results of this are known plans for alterations to the building will be progressed. Installation will be in early 2020/21 and slippage of £1.147m is being projected.

6.5 **Scheme of Assistance:** The vast majority of this budget funds major adaptations of homes to meet the needs of the disabled occupants, this is largely a demand led budget, however it is projected to spend £0.653m.

## 7.0 PROGRESS (Regeneration and Property Major Projects)

### 7.1 Core Regeneration:

**Baker Street Road Realignment:** Work is complete on this project with retention held to cover any defects arising within 12 months.

**Baker Street Food and Drink Hub:** Work is progressing on this programme. This programme is fully funded by Riverside Inverclyde Completion anticipated October/November 2019.

#### **Regeneration of Town & Village Centres:**

**West Blackhall Street and Town Centre Connections:** The Council was successful in securing funds from Sustrans for next stage of the detailed design. Update to be provided to the Greenock Town Centre Regeneration forum.

**Town Centre Parking:** The Policy & Resources Committee on 6 August approved the purchase and development of a site for further town centre parking within Greenock, this commits up to £0.250m of the Town Centre Funding.

**Lyle Fountain:** Full restoration of the Lyle Fountain is anticipated to cost £0.135m with £0.75m currently allocated. It is proposed a further £0.060m of Town Centre Funding is allocated to this project.

7.2 **Core Property Services:** The programme includes allocations for larger scale works across a number of core operational properties. The Committee is asked to note that further projects will continue to be identified as part of the on-going review and prioritisation of works based on the property condition surveys. Externally procured elemental condition surveys (based on Scottish Government Guidance) are undertaken on the basis of a 5 year rolling programme with an annual review carried out by Property Services to provide an overall rating reported as part of the range of Statutory Performance Indicators. The next 5 yearly external condition surveys are due in 2019 and the procurement of those has been progressed with consultants appointed and survey work commencing early September and completion projected in the 4th quarter of 2019.

### 7.3 Greenock Municipal Buildings

**Window Replacement:** Phases 1 to 4 are complete. Tenders have been issued for Phase 5 addressing windows at lower ground level on the Wallace Place elevation. Phase 6 addressing the courtyard/stairwell at the Fire museum is being progressed through design with listed consent submitted.

**Carriageway Glazed roof:** The Contractor has been appointed with Listed Building Consent (through the Design & Build Contractor) re-submitted awaiting approval. Formal building warrant application has been submitted and is awaited. Provisional programme, subject to approvals, is mid-August to mid-November 2019.

**District Court Room Restoration:** Works commenced in March 2018 to originally complete in July 2018. As previously reported the project experienced delays due to complications with the scaffolding design and loading restrictions, and later in the project in connection with a number of unforeseen additional areas of work addressing dry rot, remedial wall ties and external stonework deterioration. An initial extension of time has been awarded and a further extension in connection

with the above additional works is currently being reviewed. Internal works were certified practically complete in June. The final element of the external works element involving the sandstone lintel replacement is subject to agreement of a method statement via Historic Environment Scotland which has been submitted and is awaiting approval. Final account negotiations are ongoing with the main Contractor and, as previously reported to Committee, additional funding will be required to address projected over expenditure. The Committee is requested to note the current over expenditure of £0.028m and that a more detailed report on the final position will be brought back to a future Committee upon agreement of the final account for the project. The Committee is also requested to note that any over expenditure will be contained within the Core Property Services General Provision. Members are welcome to visit the Court Room to see the finished work.

**Clyde Square Elevation Re-roofing:** The January 2019 Committee noted and approved the recommendation to progress a continuation of the general building fabric upgrade of the Greenock Municipal Buildings and the requirement to re-roof the Clyde Square elevation including associated chimney and high level window works. Tenders have been issued with a return date in mid-August. Listed building consent has been received with building warrant submitted and approval awaited.

**Finance Wing First floor refurbishment:** Works commenced in April and are currently progressing with anticipated completion by the end of August 2019.

**Chimney / Flue Works:** During the course of routine maintenance works it was identified that the brick chimney housing the main boiler flue was severely distressed requiring immediate attention. Initial work has been undertaken to address stabilisation with a scheme now developed to address chimney demolition and flue replacement. Design is currently being progressed to obtain Listed Building Consent. A cost estimate is currently being prepared. The Committee is requested to note the requirement for this essential work which will be funded from the Core Property Services General Provision.

7.4 **Greenock Cemetery Complex (Ivy House):** As previously reported tenders for the original proposals were returned significantly over budget requiring a re-design which has now been progressed. A cost check on the re-design is being finalised however it is anticipated that additional funding will be required to take the project forward. A revised listed building consent and warrant application will be required in due course.

7.5 **King George VI Building:** A separate report on this project is included on the agenda for this Committee.

7.6 **Waterfront Leisure Complex Boiler / Plant replacement:** works commenced on site in July with temporary boiler plant installed and currently in test operation. It is anticipated that works will commence within the main plant room in early August. The existing flue will be inspected / tested during the initial close down period to determine the requirement for any additional works.

7.7 **Boglestone Community Centre:**

**Re-Roofing:** Planning approval is in place with building warrant submitted and being progressed. As previously reported the work will be taken forward in phases with sequence currently being assessed to minimise impact to the Centre.

**Mechanical & Electrical Services Upgrade:** Essential works were taken forward and completed in tandem with the Inverclyde Leisure Trust project. Further works will be the subject of a future investment plan to be informed by the planned updated Condition surveys.

7.8 **Inverclyde Centre for Independent Living – Roof Replacement:** The works are being progressed in conjunction with HSCP funded alterations to the decontamination area to comply with current hygiene regulations. The store will be decanted for the duration of the works which was undertaken at the end of July. Initial asbestos removal is commencing early August. Tenders for the main works have been returned and are being evaluated. It is anticipated that the works will commence mid-August with completion in November 2019.

## 7.9 Minor Works – General

**Greenock Municipal Buildings Customer Centre Draught Lobby:** The works involve the construction of a glazed screen and sliding door to prevent draughts within the Customer Centre. Site start has been delayed due to structural co-ordination requirements. The screen and door are currently being manufactured with installation anticipated end of August 2019.

**Greenock Municipal Buildings Town Hall Stair to Former Court Room:** Works were certified complete in June 2019.

## 7.10 Minor Works - Inverclyde Leisure Properties

**Greenock Town Hall Flooring:** The works comprise the replacement of the hardwood flooring to the Town Hall and Saloon. Tenders have been returned and accepted with a close down period agreed with Inverclyde Leisure commencing August 2019. A separate contract has been tendered and accepted addressing structural strengthening works to the Saloon floor which will be progressed immediately after the main flooring contract.

## 7.11 Asset Management Plan – Depots:

**Pottery Street Office & Depot Refurbishment:** Works were completed in August 2019 with the transfer of staff currently in progress.

**Pottery Street Completion Works:** The final elements of the work to Pottery Street Depot involve redefining pedestrian and vehicular movement across the site. This is currently being assessed.

**Depot Demolitions:** Tender documents are currently being prepared for Parklea Depot.

**Kirn Drive Civic Amenity Site:** The Kirn Drive refurbishment will be progressed in two phases with the first phase involving the demolition of the existing depot building and phase 2 addressing the reconfiguration of the civic amenity facility.

**Phase 1 Depot Demolition:** Tenders returned and accepted. Demolition and removal of redundant fuel tanks are programmed to commence following utility disconnections which are programmed for mid-August.

**Phase 2 Civic Amenity Alterations:** Tender documents nearing completion with issue imminent.

## 8.0 PROGRESS – City Deal

8.1 **Greenock Ocean Terminal:** Marine works are progressing with dredging complete and construction of pontoon progressing. Final Business Case for the Terminal Building will be submitted September 2019.

8.2 **Inverkip:** Approvals within partner organisations are now in place and the Final Business Case is to be submitted September 2019.

8.3 **Inchgreen:** Following approval by the November Committee the Strategic Business case was submitted to the PMO with cabinet approving this on 12 February.

## 9.0 FINANCE

9.1 The figures below detail the position at 30 June 2019. Expenditure to date is £1.258m (10.94% of the 2019/20 projected spend).

9.2 The current budget is £100.430m. The current projection is £100.430m which means total projected spend is on budget.



9.3 The approved budget for 2019/20 is £12.529m. The Committee is projecting to spend £12.649m with net slippage of £1.027m (8.20%) being reported due to slippage within Cremator Replacement (£1.147m) and Ivy House replacement (£0.120m) offset by advancement within the RAMP and core roads (£0.073m) and Inverclyde Centre for Independent Living (£0.170m).

9.4 One off Costs

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

Annually Recurring Costs/ (Savings)

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

## 10.0 CONSULTATION

### 10.1 Legal

There are certain legal issues arising from the additional costs arising from the content of this report. The Head of Legal and Property Services has been consulted.

### 10.2 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.

### 10.3 Equalities

There are no equalities implications in this report.

### 10.4 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.

## 11.0 LIST OF BACKGROUND PAPERS

11.1 None.

## COMMITTEE: ENVIRONMENT &amp; REGENERATION

Project Name	1	2	3	4	5	6	7	8	9
	<u>Est Total Cost</u>	<u>Actual to 31/3/19</u>	<u>Approved Budget 2019/20</u>	<u>Revised Est 2019/20</u>	<u>Actual to 30/06/2019</u>	<u>Est 2020/21</u>	<u>Est 2021/22</u>	<u>Est 2022/23</u>	<u>Future Years</u>
	£000	£000	£000	£000	£000	£000	£000		
<b><u>Environmental Services - Roads</u></b>									
<u>Core Programme</u>									
Cycling, Walking & Safer Streets	108	108	0	0		0	0	0	
SPT	2,378	1,268	1,092	1,110	269	0	0	0	
Flooding Strategy - Greenock Central	2,216	2,108	108	108	4	0	0	0	
Flooding Strategy - Future Schemes	1,426	25	501	501		900	0	0	
Kirn Drive Passing Places	200	8	17	0		192	0	0	
Complete on Site	9	0	9	9		0	0	0	
<b>Roads - Core Total</b>	<b>6,337</b>	<b>3,517</b>	<b>1,727</b>	<b>1,728</b>	<b>273</b>	<b>1,092</b>	<b>0</b>	<b>0</b>	<b>0</b>
<u>Roads Asset Management Plan</u>									
Carriageways	29,572	18,921	1,386	1,459	4	3,192	3,000	3,000	
Footways	3,847	3,610	237	237	18	0	0	0	
Structures	2,032	1,125	407	407	21	500	0	0	
Lighting	5,356	4,686	670	670	31	0	0	0	
Other Assets	351	166	125	125	28	60	0	0	
Staff Costs	2,701	2,376	225	225	12	100	0	0	
<b>Roads Asset Management Plan Total</b>	<b>43,859</b>	<b>30,884</b>	<b>3,050</b>	<b>3,123</b>	<b>114</b>	<b>3,852</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>
<b><u>Environmental Services - Roads Total</u></b>	<b>50,196</b>	<b>34,401</b>	<b>4,777</b>	<b>4,851</b>	<b>387</b>	<b>4,944</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>
<b><u>Environmental Services - Non Roads</u></b>									
Scheme of Assistance	4,395	836	653	653	125	1,440	733	733	
Clune Park Regeneration	1,000	531	0	0		469	0	0	
Public Space CCTV	201	168	33	33	8	0	0	0	
Cemetery Development	1,530	40	90	90		1,400	0	0	
Cremator Replacement	1,650	3	1,647	1,647		0	0	0	
Zero Waste Fund	609	386	43	43	9	60	60	60	
Vehicles Replacement Programme	17,901	13,352	1,345	1,301	232	2,311	570	367	
Sir Michael Street Play Area - Phase 2	261	169	92	92	23	0	0	0	
Various Other Play Areas	500	498	2	2		0	0	0	
Play Areas complete on Site	8	0	8	8		0	0	0	
Park, Cemeteries & Open Spaces AMP	1,250	380	120	120	13	350	200	200	
<b><u>Environmental Services - Non Roads total</u></b>	<b>29,305</b>	<b>16,363</b>	<b>4,033</b>	<b>3,989</b>	<b>410</b>	<b>6,030</b>	<b>1,563</b>	<b>1,360</b>	<b>0</b>
<b><u>ENVIRONMENT AND PLANNING TOTAL</u></b>	<b>79,501</b>	<b>50,764</b>	<b>8,810</b>	<b>8,840</b>	<b>797</b>	<b>10,974</b>	<b>4,563</b>	<b>4,360</b>	<b>0</b>

## COMMITTEE: ENVIRONMENT &amp; REGENERATION

Project Name	1	2	3	4	5	6	7	8	9
	Est Total Cost	Actual to 31/3/19	Approved Budget 2019/20	Revised Est 2019/20	Actual to 30/06/2019	Est 2020/21	Est 2021/22	Est 2022/23	Future Years
	£000	£000	£000	£000	£000	£000	£000		
<b>Regeneration and Planning</b>									
<u>Core Regeneration:</u>									
Port Glasgow Town Centre Regeneration	1,960	1,328	32	32	11	600	0	0	0
Central Gourock	150	130	20	20		0	0	0	0
Enterprise Hub	300	282	18	18	18	0	0	0	0
Regeneration of Town & Village Centres	3,160	276	683	683		1,851	350	0	0
<b>Core Regeneration Total</b>	<b>5,570</b>	<b>2,016</b>	<b>753</b>	<b>753</b>	<b>29</b>	<b>2,451</b>	<b>350</b>	<b>0</b>	<b>0</b>
<b>Regeneration Services Total</b>									
<b>5,570 2,016 753 753 29 2,451 350 0 0</b>									
<b>Property Assets</b>									
<u>Core Property Assets</u>									
General Provision	5,559	0	0	0		1,559	2,000	2,000	0
Feasibility Studies	250	150	0	0	3	100	0	0	0
Greenock Municipal Buildings - Window Replacement	250	179	21	21		50	0	0	0
Greenock Municipal Buildings - Basement Storage	75	70	0	0		5	0	0	0
Greenock Municipal Buildings Carriageway Glazed Roof	350	53	287	287		10	0	0	0
Greenock Municipal Buildings - Flue replacement	0	0	0	0	2	0	0	0	0
Greenock Municipal Buildings - Finance Wing First Floor Refurbishment	250	15	225	225	2	10	0	0	0
Greenock Municipal Buildings - Clyde Square Re-roofing	1,020	0	815	815	48	205	0	0	0
District Court Room Restoration	493	493	0	0		0	0	0	0
Greenock Cemetery - Ivy House Replacement	300	97	130	10		193	0	0	0
King George VI Refurbishment	1,000	150	293	293	51	557	0	0	0
Waterfront Leisure Centre Lifecycle Works	930	451	249	249		230	0	0	0
Boglestone Community Centre Roof	300	20	155	155		125	0	0	0
Boglestone Community Centre - Mechanical & Electrical Services Upgrade	40	0	0	40		0	0	0	0
Inverclyde Centre for Independent Living - Re-roofing	200	10	0	170	5	20	0	0	0
<u>Minor Works</u>									
Farms	14	0	14	14		0	0	0	0
Minor Demolitions	32	0	26	22	8	10	0	0	0
Inverclyde Leisure Properties	94	0	19	19	16	75	0	0	0
General Works	84	0	49	42	38	42	0	0	0
Design & Pre-Contract	44	0	33	44	1	0	0	0	0
Reservoirs	49	0	29	29		20	0	0	0
<u>Statutory Duty Works</u>									
Electrical	31	0	16	16	15	15	0	0	0
Lightning Protection	11	0	13	11		0	0	0	0
Lifts	15	0	10	10	7	5	0	0	0
Water	40	0	5	7	11	33	0	0	0
Gas	0	0	0	0	3	0	0	0	0
Asbestos	45	0	13	13	15	32	0	0	0
Fire Risk	61	0	10	10	11	51	0	0	0
DDA/Equality	76	0	0	0	4	76	0	0	0
Capital Works on Former Tied Houses	600	209	0	0	1	41	60	60	230
Complete on Site Allocation	144	0	0	0		144	0	0	0
<b>Core Property Assets Total</b>	<b>12,357</b>	<b>1,897</b>	<b>2,412</b>	<b>2,502</b>	<b>241</b>	<b>3,608</b>	<b>2,060</b>	<b>2,060</b>	<b>230</b>
<u>Asset Management Plan:</u>									
<u>Offices</u>									
AMP Offices Complete on site	11	0	0	0		11	0	0	0
<u>Depots</u>									
Pottery Street Offices & Depot Refurbishment	934	393	341	341	186	200	0	0	0
Completion Works (Decommission Fuel Tanks / Weighbridge Portacabin / Road Repairs & Markings)	90	1	12	12	2	77	0	0	0
Depot Demolitions	150	0	0	0		150	0	0	0
AMP Depots Complete on Site	78	0	0	0		78	0	0	0
Kirn Drive Civic Amenity Site	360	85	201	201	3	74	0	0	0
Materials Recycling Facility	1,250	1,023	0	0		227	0	0	0
<b>Asset Management Plan Total</b>	<b>2,873</b>	<b>1,502</b>	<b>554</b>	<b>554</b>	<b>191</b>	<b>817</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Property Assets Total</b>									
<b>15,230 3,399 2,966 3,056 432 4,425 2,060 2,060 230</b>									
<b>Regeneration Total</b>									
<b>20,800 5,415 3,719 3,809 461 6,876 2,410 2,060 230</b>									



<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Scott Allan Corporate Director, Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>ENV/039/19</b>
<b>Contact Officer:</b>	<b>Kenny Lang</b>	<b>Contact No:</b>	<b>01475 715906</b>
<b>Subject:</b>	<b>Environment, Regeneration and Resources Corporate Directorate Improvement Plan 2019/22 Progress Report</b>		

**1.0 PURPOSE**

- 1.1 The purpose of this report is to update the Committee on the delivery of the improvement actions in the Environment, Regeneration and Resources (ERR) Corporate Directorate Improvement Plan (CDIP) 2019/22. Details are provided in the Appendices.
- 1.2 The report focuses on improvement actions that sit within Environmental and Public Protection, Regeneration and Planning and the Roads Shared Services.

Appendix  
1  
Appendix  
2

**2.0 SUMMARY**

- 2.1 The ERR CDIP 2019/22 was approved by the Environment and Regeneration Committee on 2 May 2019. This is the first progress report on the delivery of the year 1 actions within the Plan. Full details of the progress that has been made is provided in Appendix 1. The latest performance information for the CDIP key performance indicators (KPIs) is provided in Appendix 2.
- 2.2 The status of the CDIP's improvement actions as at the end of July 2019 is shown below:

Status	blue - complete	red - significant slippage	amber - slight slippage	green - on track
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**3.0 RECOMMENDATIONS**

- 3.1 It is recommended that the Committee:
  - a. Notes the progress made in delivering the year one improvement actions contained within the Environment, Regeneration and Resources CDIP 2019/22.

**Scott Allan**  
**Corporate Director**  
**Environment, Regeneration and Resources**

## 4.0 BACKGROUND

- 4.1 Improving corporate and service performance is a key priority for Inverclyde Council. Information is regularly given to key stakeholders to allow them to evaluate and make informed judgements about performance and the achievement of key objectives.
- 4.2 CDIPs are a key component of the Council's Strategic Planning and Performance Management Framework. They are the principal vehicle for the delivery of the organisational priorities in the Corporate Plan 2018/22, as well as the wellbeing outcomes, which are: Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible and Included (SHANARRI).
- 4.3 The three year Environment, Regeneration and Resources CDIP 2019/22 was approved by the Environment and Regeneration Committee on 2 May 2019.
- 4.4 Progress regarding delivery of the CDIP is reported to every second meeting of the relevant Service Committee. This report aims to provide Members with a summary of progress with the CDIP's implementation and to give the Committee and officers the opportunity to make appropriate judgements on where performance is improving, good or starting to decline.
- 4.5 This report focuses on improvement actions that sit within the Environment and Public Protection, Regeneration and Planning and Roads Shared Service. The CDIP improvement actions that sit within Finance and ICT and Legal and Property will be reported via the Corporate Services Performance Report, which will be considered by the Policy and Resources Committee on 17 September 2019.
- 4.6 As shown in Appendix 1, improvement actions have been allocated a 'BRAG' status, i.e.:
- blue - complete; red - significant slippage; amber - slight slippage; green - on track.
- 4.7 The CDIP also contains key performance indicators, comprising statutory performance indicators and local performance indicators. These indicators provide an important measure of how the Directorate's Services contribute to the Council's overall performance. Information on indicators is gathered either quarterly or annually and performance reported to Committee at the appropriate time; the most recent performance data is provided in Appendix 2.

## 5.0 YEAR ONE IMPROVEMENT PLAN - PROGRESS 2019/20

- 5.1 This is the first progress report on the ERR CDIP 2019/20. Appendix 1 provides further information on each of the improvement actions, together with a commentary from the appropriate Service.
- 5.2 The majority of actions are on track and many of these are high level and form part of the Council's delivery strategies. These are regularly reported separately to this Committee or the relevant delivery board and Members will be aware of the details and work planned or undertaken to deliver of those actions.

## 6.0 IMPLICATIONS

- 6.1 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

Financial implications - 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 **Human Resources:** There are no direct human resources implications arising from this report.

6.3 **Legal:** There are no direct legal implications arising from this report.

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

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.

6.5 **Repopulation:** Provision of Council Services which are subject to close scrutiny with the aim of delivering continuous improvement for current and potential citizens of Inverclyde support the Council's aim of retaining and enhancing the area's population.

## 7.0 CONSULTATION

7.1 Updates on progress with the CDIP's implementation have been provided by the lead officer of each improvement action.

## 8.0 BACKGROUND PAPERS

8.1 ERR CDIP 2019/22.


## 9.0 CONCLUSION

9.1 This is the first progress report on the year one improvement actions that sit within the Environmental and Public Protection, Regeneration and Planning and Roads Shared Services sections of the ERR CDIP 2019/22. It is presented for the Committee's consideration and approval.

## Environment Regeneration and Resources Corporate Directorate Improvement Plan 2019/22 - Progress Report 2019/20

### Corporate Improvement Actions




These improvement actions have implications for the whole Council or more than one Directorate

Corporate Improvement Actions 2019/20						
	Where do we want to be?	How will we get there?	Status July 2019		Commentary July 2019	Corporate Plan priority
1.	<u>Integration of Economic Regeneration Activities</u>  Revised Operating Model fully implemented by July 2019	Internal project Board formed to oversee delivery.		Green	Revised model reported to committee and project board formed.	OP3





## Cross-Directorate Improvement Actions 2019/20

These improvement actions are implemented by more than one Council Service




Cross-Directorate Improvement Actions 2019/20						
	Where do we want to be?	How will we get there?	Status July 2019		Commentary July 2019	Corporate Plan priority
1.	<p><u>Management Restructure</u></p> <p>The Council has agreed a new management structure for the Directorate. The initial changes took effect from April 2018.</p>	<p>Successful implementation of the new management structure.</p>		Green	<p>Structure implemented and phase 2 being developed and on track</p>	<p>OP9 OP10</p>
2.	<p><u>Shared Services and shared strategic management of Roads &amp; Transportation services</u></p> <p>A strategy for Roads &amp; Transportation in Inverclyde / West Dunbartonshire which creates resilience and efficiency through collaboration. Completed Strategic Business Cases for wider front line services and subsequent implementation.</p>	<p>Development of strategic across service areas. Fully agreed with TUs and Members in each Council.</p> <p>31 March 2021</p>		Green	<p>HoS in place, development of resilience and shared serviced for roads in place, wider services business case being developed.</p>	<p>OP9 OP10</p>
3.	<p><u>City Deal</u></p> <p>Implementation of projects in respect of:</p> <ul style="list-style-type: none"> <li>• Inverkip road infrastructure</li> <li>• Expansion of the quayside and delivery of a new visitor centre at Greenock Ocean Terminal</li> <li>• Inchgreen project</li> </ul>	<p>Delivery of business cases for all projects.</p>		Green	<p>Regular updates to project board and updates to committee</p>	<p>OP1, OP3, OP6</p>

## Cross-Directorate Improvement Actions 2019/20


	Where do we want to be?	How will we get there?	Status July 2019		Commentary July 2019	Corporate Plan priority
4.	<p><u>Clune Park Regeneration</u></p> <p>Continue progress towards demolition in the area.</p>	<p>Delivery of the key elements of the masterplan.</p>		Green	<p>Good progress is being made in all areas of the regeneration strategy. The regular update report is submitted separately to Committee.</p>	OP7, OP9
5.	<p><u>Contracts – Residual Waste</u></p> <p>To have an agreed Memorandum of Agreement in place.</p> <p>A waste management supplier has been identified.</p>	<p>Regular meetings between 3 authorities to achieve agreement</p> <p>Agreed route to market</p> <p>31 March 2020</p>		Green	<p>The joint tender process with Argyll &amp; Bute Council and West Dunbartonshire Council was completed in July 2019. The current contract has been extended for 12 months pending a decision on the best way forward and a report will be submitted to Committee in due course.</p>	OP9




## Service Improvement Actions 2019/20




These improvement actions are implemented by individual Council Services



Environment and Public Protection						
	Where do we want to be?	How will we get there?	Status July 2019		Commentary July 2019	Corporate Plan priority
1.	<p><u>HEEPS (Home Energy Efficiency Programmes for Scotland)</u></p> <p>Increase energy efficiency in homes across Inverclyde through the continued delivery of HEEPS.</p> <p>Achieve successful bids in future years.</p> <p>Have in place an agreed plan with RSLs.</p>	<p>Delivery of the key areas of the HEEPS plan</p> <p>Collaborative working</p> <p>Full spend of allocated funding</p> <p>Year 1 - 31 March 2020</p>		Green	The HEEPS programme is currently being delivered on track with our partners.	OP4, OP6, OP9
2.	<p><u>Depot Rationalisation</u></p> <p>The workforce is in place at Pottery Street depot.</p> <p>Greater efficiency has been achieved.</p> <p>Better integration of the service workforce.</p>	<p>Implementation of project plan.</p> <p>Keep employees apprised of developments.</p> <p>Regular project team meetings.</p> <p>31 March 2020</p>		Green	Kirn Drive depot has been closed with recycling facilities now provided at Craigmuschat Quarry. Staff will transfer to Pottery Street in the course of August 2019.	OP9, OP10
3.	<p><u>Strategic Housing Investment Plan (SHIP)</u></p> <p>RSLs are supported to increase new housing provision in the area.</p>	<p>Regular programme meetings with RSLs and Scottish Government</p> <p>31 March 2021</p>		Green	On track a number of projects are now on site.	OP4, OP6, OP7

**Environment and Public Protection**

	<b>Where do we want to be?</b>	<b>How will we get there?</b>	<b>Status July 2019</b>		<b>Commentary July 2019</b>	<b>Corporate Plan priority</b>
4.	<u>Environmental Capital Projects</u> Environmental capital projects have been delivered on time and on budget.	Effective project management.  Project management meetings to review progress.  Ongoing over years 1 and 2.		Green	Progress is being made with all Environmental capital projects. There will be a need to focus on works to deliver the cremator replacements over the next period to minimise the risk of significant slippage however	OP9

Shared Services - Roads						
	Where do we want to be?	How will we get there?	Status July 2019		Commentary July 2019	Corporate Plan priority
1.	<p><u>Sustainable Travel</u></p> <p>There is increased access to active and sustainable travel.</p> <p>Identify external funding opportunities e.g. Sustrans</p>	<p>Implementation of the actions in the Active Travel Strategy.</p> <p>31 March 2020</p>		Green	<p>Senior Project Officer, Active Travel Strategy, Sustrans - now working in partnership with Inverclyde Council.</p> <p>Officer to identify funding opportunities and deliver agreed projects.</p>	OP6, OP7
2.	<p><u>Roads Network / Transport Infrastructure</u></p> <p>Improvement in the road network safety and condition in line with RAMP.</p> <p>Support economic growth by rolling forward the Local Transport Strategy across Inverclyde and West Dunbartonshire Councils.</p> <p>Access to relevant funding to support strategy.</p>	<p>Delivery of key projects against plans.</p> <p>Structured collaboration with West Dunbartonshire Council combined with appropriate project management.</p> <p>31 March 2021</p>		Green	<p>Ongoing programme delivery.</p> <p>Continue regular update and planning meetings with West Dunbartonshire Council project teams.</p>	OP3, OP7, OP9
3.	<p><u>Roads</u></p> <p>Delivery of programme within existing budget and timescale</p>	<p>Regular team meetings and updates</p> <p>Regular budget monitoring against projects.</p>		Green	<p>Ongoing programme delivery meetings.</p> <p>Continue to monitor annual project plan.</p>	OP7, OP9

Regeneration and Planning						
	Where do we want to be?	How will we get there?	Status July 2019		Commentary July 2019	Corporate Plan priority
1.	<u>SME Activity</u>  Maintain or grow the existing company base.  Increase level of local government participation for local businesses.	Support local businesses through contract and direct intervention		Green	Having achieved last year's target for start-ups in Inverclyde, a new stretch target has been set which is on track. The integration of procurement and regeneration under one service manager provides synergy between local business growth opportunities and the ability for these businesses to win work with the Council.	OP3
2.	<u>Local Development Plan 2</u>  Local Development Plan is adopted.	Establish project milestones.  Participation in formal process.  August 2019		Green	Following receipt of the examination report in April 2019, the modified LDP was submitted to the Scottish Ministers in June 2019, with adoption still expected in August 2019.	OP1,OP7, OP8
3.	<u>Planning (S) Bill</u>  Settled position with implementation.	Staff resource required regarding community awareness.		Green	The Bill is now in force as of July 2019. Requirements of the Bill are under review.	OP7

Regeneration and Planning						
	Where do we want to be?	How will we get there?	Status July 2019		Commentary July 2019	Corporate Plan priority
4.	<u>Digital Planning</u> Government policy is fully implemented.	Establish project milestones.		Green	Actions to meet the policy are on track	OP7
5.	<u>Town Centres</u> Town centres are sustainable	Resource allocation		Green	The 3 town centre forums have a range of projects at different stages which are being progressed.	OP3

**Environment, Regeneration and Resources Corporate Directorate Improvement Plan 2019/22 - Progress Report 2019/20  
Performance Indicators**

The Council's key performance indicators help demonstrate performance against strategic objectives. These indicators include statutory performance indicators and local performance indicators. Full year performance figures for 2016/17, 2017/18 and 2018/19 are shown below along with data on the first financial quarter in 2019/20, where this information is available.

<b>Key Performance Indicators</b>						
<b>Key performance measure</b>	<b>Performance 2016/17</b>	<b>Performance 2017/18</b>	<b>Performance 2018/19</b>	<b>Financial Quarter 1 2019/20</b>	<b>Target 2019/20</b>	<b>Commentary</b>
Category 1 Potholes – Make safe/repair within 24 hours of identification	94.3%	100%	100%	100%	90%	Performance was above target in 2018/19 for both indicators
Category 2 Potholes – Make safe/repair within 7 days of identification	74.5%	98.6%	92.8%	100%	80%	
Street Lighting Failed Dark Lamp	89%	85.6%	90.6%	93.07%	92%	
Waste Recycling (households)	53%	57%	56%	54%	50%	
Number of Business/Property Assists	28	27	27	27*	25	*Quarterly figure is 8 however this is aggregated to give the annual outturn.
Percentage of all planning applications decided in under 2 months	90%	88%	80.58%	86.02%	90%	Target not achieved in 2018/19.
Percentage of householder planning applications decided in under 2 months	95%	96%	89.9%	94.87%	95%	Target not achieved in 2018/19
Percentage of building warrants assessed within 20 working days of registration	100%	97%	96%	89.84%	95%	



**Report To: Environment and Regeneration  
Committee**

**Date: 29 August 2019**

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

**Report No:  
E&R/19/08/03/SJ**

**Contact Officer: Alan Williamson  
Planning Policy Team Leader**

**Contact No: 01475 712491**

**Subject: Quarrier's Homes Conservation Area Appraisal**

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## **1.0 PURPOSE**

1.1 The purpose of this report is to advise the Committee of the preparation of a Conservation Area Appraisal for Quarrier's Homes Conservation Area, and to seek approval for it to be published for public consultation prior to it becoming non-statutory Planning Guidance.

## **2.0 SUMMARY**

2.1 The designation of a conservation area is a means of safeguarding and enhancing the special character of an area. The Council is required to determine which parts of its area merit conservation area status. In order to protect these conservation areas, the Council is further required to prepare and publish proposals for their preservation and enhancement in the form of a Conservation Area Appraisal.

2.2 The Quarrier's Homes Conservation Area Appraisal was prepared by consultants, Austin-Smith:Lord. The process involved surveys, historical research and a public engagement event to which residents, local groups and other interested parties were invited to contribute. A four week consultation period is now proposed to allow all interested parties to comment on the completed appraisal.

2.3 The appraisal identifies the key features that contribute to the special character of the conservation area, identifies what is worthy of preservation and outlines actions for the management of the conservation area. An up to date appraisal is useful to inform planning policy, assist in the preparation and consideration of planning applications, and for informing property owners of the special character of their buildings and surrounding area.

## **3.0 RECOMMENDATIONS**

3.1 It is recommended that Committee approves the Quarrier's Homes Conservation Area Appraisal attached at Appendix 1 for public consultation.

**Scott Allan, Corporate Director  
Environment, Regeneration and Resources**

## 4.0 BACKGROUND

- 4.1 All planning authorities are required by the Planning (Listed Buildings and Conservation Area) (Scotland) Act 1997 to determine which parts of their area merit conservation area status because of special architectural or historic interest. Scottish Planning Policy 2014 recommends that planning authorities should designate and review conservation areas, stating this process should be supported by conservation area appraisals and management plans.
- 4.2 The Scottish Government's Planning Advice Note 71 'Conservation Area Management', states that a conservation area appraisal is '*a management tool which helps to identify the special interest and changing needs of an area and can also assist in the development of a programme of monitoring and review which can enable local authorities to fulfil their statutory duties to protect and enhance conservation areas.*'
- 4.3 The proposed Local Development Plan Proposed Plan states a commitment to prepare conservation appraisals for all eight of Inverclyde's conservation areas. There is currently a conservation area appraisal in place for Greenock West End.

## 5.0 QUARRIER'S HOMES CONSERVATION APPRAISAL

- 5.1 Following a tender process, consultants Austin-Smith:Lord were appointed to prepare the Quarrier's Homes Conservation Area Appraisal in February 2019. The preparation process involved:
- researching the historical development of the area;
  - carrying out a detailed townscape analysis;
  - preparing a character assessment;
  - identifying enhancement opportunities and priorities;
  - assessing the conservation area boundary; and
  - establishing a framework for managing change in the conservation area and determining development proposals.
- 5.2 A public engagement event was held in the village on the afternoon and evening of 30 May 2019. This involved presentations and question and answer sessions, and comment forms were issued for completion.
- 5.3 The Conservation Area Appraisal is attached as Appendix 1 for approval for public consultation, and its content/findings are summarised below.

### Conservation Area Boundary

- 5.4 As part of the appraisal process, it was found that the existing boundary of the conservation should be retained.

### Key Features

- 5.5 Through a character assessment, the key features of the conservation area were identified as:
- a unique settlement;
  - powerful architectural designs for both listed and unlisted properties; and
  - the use of traditional materials – masonry construction and natural slate.

### Key challenges

- 5.6 A number of key challenges affecting the conservation area were identified:
- loss of original architectural components e.g. cast iron rainwater features (e.g. gutters, downpipes) replaced with modern styles and materials;
  - use of inappropriate materials in repairs resulting in a loss of character;
  - public realm upkeep and enhancement required to maintain quality;

- landscaping – important for the overall amenity of the area; and
- building maintenance – to prevent loss of the original historic fabric

### Preservation and Enhancement

- 5.7 The Appraisal sets out a series of opportunities for the preservation and enhancement of the conservation area:
- Maintenance – a major threat to the buildings in the conservation area is the extent of inappropriate maintenance and types of works being carried out which are leading to the slow decay and loss of the original historic fabric. Regular maintenance can reduce costs to owners in the long term.
  - Development – where minor works are carried out using inappropriate modern design and materials, there is a cumulative effect of eroding the character and appearance of the conservation area. Local Development Plan policies and removal of permitted development rights for householders through the General Permitted Development Order 2012 should provide greater control over works.
  - Design of new buildings – new buildings should reflect the scale, massing and detailing of the original buildings to retain the qualities of the conservation area.
  - Information and Advice – well-crafted information and guidance for owners can explain the implications of living in a conservation area and provide advice on the best and most economical way to maintain and repair their property.

### Conservation Area Management Plan

- 5.8 A Conservation Area Management Plan (CAMP) has been prepared using the information contained in the Conservation Area Appraisal. Five objectives are included:
1. Straightforward guidelines should be created and published for owners on the appropriate form and standards of repair and maintenance required and the availability of financial assistance for owners to carry out repairs/maintenance should be investigated;
  2. The Planning Authority should ensure that the design and construction of any alterations to the historic buildings in the conservation areas marry new interventions with the significance of the old to preserve the special qualities;
  3. There should be a presumption against demolition (including partial demolition) which will result in the loss of historic fabric and erosion of the special character;
  4. The Planning Authority should seek to provide guidance on means to improve the sense of 'place' within the conservation area; and
  5. The Planning Authority should consider approaching Historic Environment Scotland about a potential review of listed buildings to take account of the entire conservation area and to consider the requirement for the creation of a special status for the conservation area given its uniqueness.

### Next Steps

- 5.9 It is proposed to publish the Quarrier's Homes Conservation Appraisal for further public consultation (4 week period), and thereafter bring it back to the Committee for approval as non-statutory Planning Guidance.
- 5.10 This thorough and up to date appraisal will have a number of uses including:
- providing a firm basis upon which applications for development and appeals within, and in the vicinity of, the Quarrier's Homes Conservation Area can be assessed, in association with the Local Development Plan;
  - affording developers and owners greater clarity in the preparation of development proposals;
  - identifying enhancement opportunities and priorities; and
  - informing residents and users about the special needs and character of their area.

## 6.0 IMPLICATIONS

### Finance

6.1 The cost of preparing the conservation area appraisal was met from existing budgets.

#### Financial implications

##### One-off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
00613-000-50024	Local Development Plan	2019/20	£4,000	n/a	n/a

##### Annually recurring costs/(savings)

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

### Legal

6.2 There are no legal issues associated with this report.

### Human Resources

6.3 There are no personnel issues associated with this report.

### Equalities and diversity

6.4 There are no equality issues associated with this report.

### Repopulation

6.5 There are no repopulation issues associated with this report.

## 7.0 CONSULTATIONS

7.1 A public engagement event was held on 30 May 2019. There was a leaflet drop within the village advising of the event and ward councillors, the Quarriers organisation, Kilmacolm Community Council and Kilmacolm Civic Trust were notified of it.

## 8.0 LIST OF BACKGROUND PAPERS

8.1 Quarrier's Homes Conservation Area Appraisal (July 2019) – full document.

Appendix 1 - Quarrier's Homes Conservation Area Appraisal (July 2019) – extract (excludes appendices covering historical development of village and public engagement exercise).





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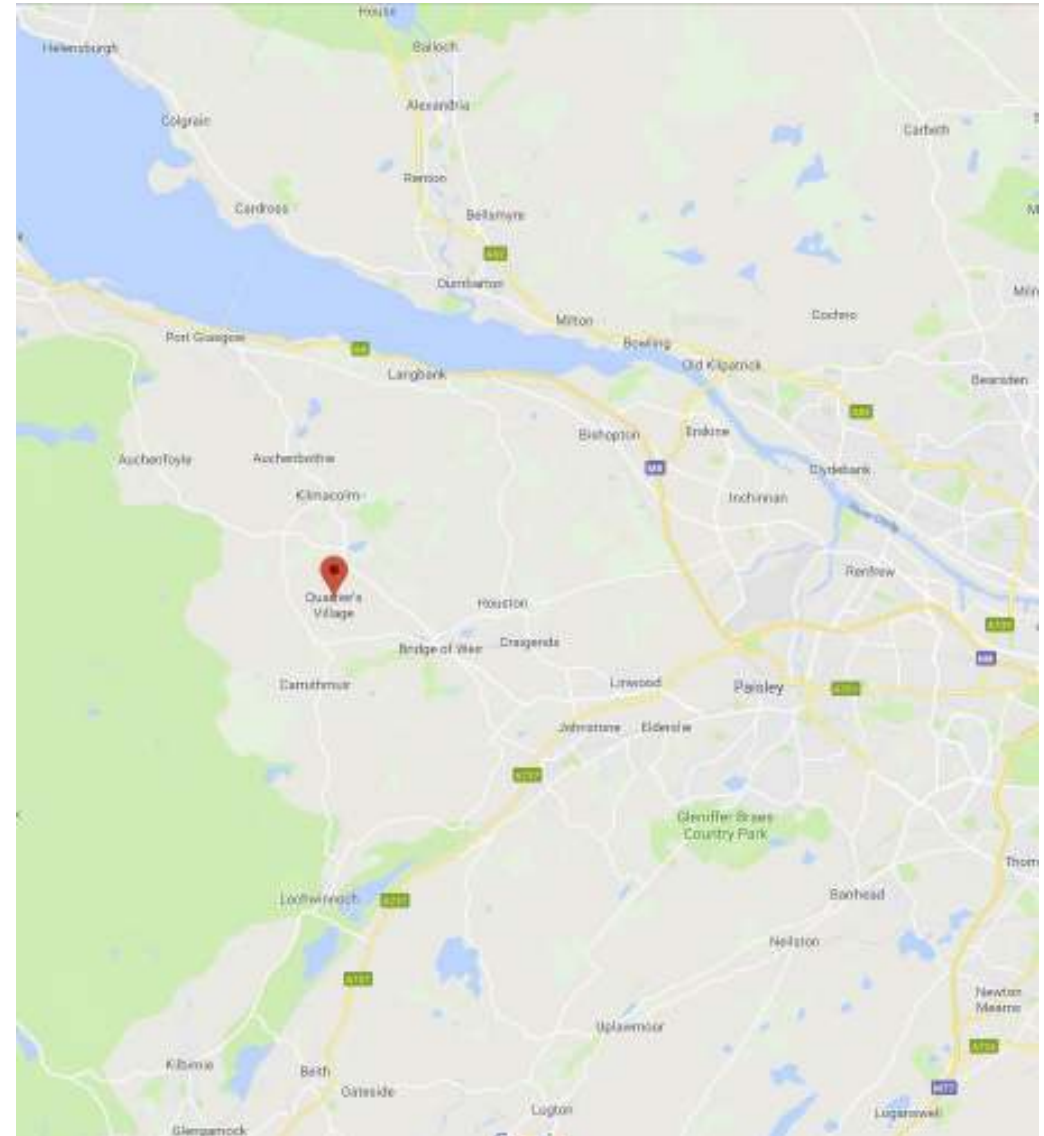
# 1.0 INTRODUCTION

## 1.1 Location

Quarrier's is a unique planned village set in the parish of Kilmacolm in the Inverclyde Council area. It is located within the Gyrffe Valley between the villages of Kilmacolm and Bridge of Weir virtually sitting on the boundary between Renfrewshire Council and Inverclyde Council. The 2019 population is estimated to be approximately 700 residents. The original village was constructed in the late 19th century which now has further more modern housing developments on the edges of the village core.

The conservation area encompasses the historic Victorian village centre which takes the form of a "garden city suburb" (although it pre-dates this concept developed by Sir Ebenezer Howard in 1898 by several years) as it was created as a series of family homes for orphan children. It was founded as the Orphan Homes of Scotland in 1878 by William Quarrier a successful shoe merchant and philanthropist who had the vision of a community allowing young people to thrive, set in a countryside environment and housed in large domestic houses.

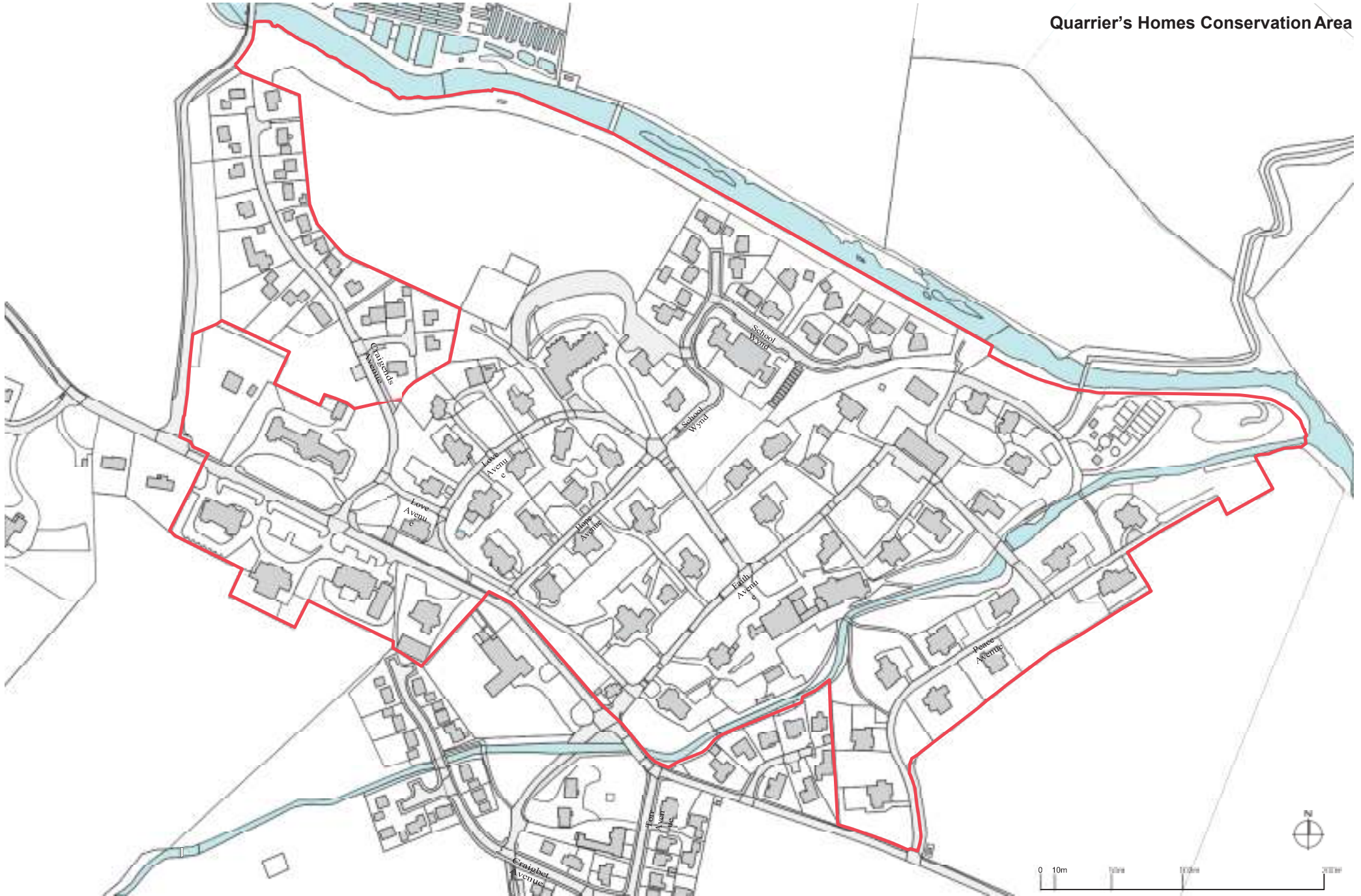
William Quarrier wanted to improve the quality of institutional care of children, taking it from the vast impersonal halls and dormitories of the poorhouses, to a series of cottage homes at this site near to Bridge of Weir, with house-mothers and house-fathers, in charge of small groups of children, creating families and not the inmates of the poorhouses.



Location of Quarrier's Village



Quarrier's Homes Conservation Area



— denotes current conservation area boundary

**1.2 Definition of a Conservation Area**

Conservation areas were first introduced by the Civic Amenities Act 1967. The Planning (Listed Buildings and Conservation Area) (Scotland) Act 1997 provides the current legislation framework for the designation of conservation areas.

A conservation area is defined in the Act as “an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance”.

All planning authorities are required by this Act to determine which parts of their area merits conservation area status. Inverclyde Council has eight conservation areas varying in character from those in villages such as Quarrier’s Homes, Kilmacolm and Inverkip to those larger coastal towns such as Greenock and Gourock.

Conservation area designation introduces controls over the way in which owners can alter or develop their properties. However, owners of residential properties generally consider these controls to be beneficial because they also sustain, and can enhance the value of the property and the intrinsic value of the place they live in.



Holmlea at entrance to Faith Avenue



Faith Avenue



Faith Avenue



Love Avenue



Faith Avenue

### 1.3 What Does Conservation Area Status Mean?

In a conservation area it is both the buildings and the spaces between them that are of architectural or historic interest. Planning control is therefore directed at maintaining the integrity of the entire area and enhancing its special character. Conservation area status does not mean that new development is unacceptable, but care must be taken to ensure that any new development will not harm the intrinsic character or appearance of the area.

Under current legislation, conservation area designation automatically brings the following works under planning control:-

- Demolition of buildings
- Removal of, or work to, trees
- Development involving small house extensions, roof alteration, stone cleaning or painting of the exterior, window replacement, satellite dishes and the erection or alteration of gates, fences and walls.

Where any development would, in the opinion of the planning authority, affect the character or appearance of a conservation area, the application for planning permission will be advertised in the local press providing an opportunity for public comment. Views expressed on material planning grounds are taken into account by the local planning authority when making a decision on the application.

In order to protect a conservation area, designation requires the Council to formulate and publicly publish proposals for the preservation and enhancement of a conservation area.

Local residents and property owners also have a major role to play in protecting and enhancing the character and appearance of the conservation area by ensuring that properties are regularly and appropriately maintained.



Love Avenue



Love Avenue



Church Avenue

#### 1.4 Purpose of a Conservation Area Appraisal

Planning Authorities and the Scottish Government are required by law to protect conservation areas from development which, would be detrimental to their character. It is therefore necessary for planning authorities and owners to understand the key features of an area that creates its special character and appearance.

The purpose of a conservation area appraisal is to define what is important about the character and appearance of the area setting out key characteristics and ensuring there is an understanding of what is worthy of preservation. The appraisal will include some research into the historical development of the areas and also include townscape analysis. The appraisal also provides an opportunity to reassess the current boundaries of the area. A Conservation Area Management Plan has also been produced which, builds on the appraisal and introduces a framework for the potential control and positive management ensuring the preservation and enhancement of the area.

It should be noted that the successful management of a conservation area can only be achieved with support and input from stakeholders, and in particular local residents and property owners.

#### 1.5 Designation

The Quarrier's Homes conservation area was originally designated in 1986. An amendment was made to the boundary extent in 2005 excluding the modern developments at Craigends Avenue and Gotterbank.

The intention to prepare a conservation area appraisal was identified in the 2018 Local Development Plan, Proposed Plan by Inverclyde Council.



Doorway with ornate stone carving



Hope Avenue



Church Avenue

## 2.0 OUTLINE CHRONOLOGY SUMMARY

The Quarrier's Home conservation area is unique. It represents a purpose built village founded by the philanthropist William Quarrier to accommodate orphaned and destitute children. It provides us with a tangible link in history back to the beginnings and development of social care in Scotland triggered by the effect on the working classes as the industrial expansion of the large cities took hold.

Some 50 or so "cottage homes" were constructed between 1877 and 1910 on the forty acre site of Nittingshill Farm close to Bridge of Weir. It was Quarrier's vision to provide suitable homes with a mother and father carer. The village also had its own school, church, post office, dairy, poultry farm, fire station and workshop where the children were trained in a trade. The entire series of villas were designed by the architect Robert Alexander Bryden in association with Andrew Robertson, with each villa built to an individual specification. The end result is a series of bespoke and quite unique buildings that exhibit elements of Baronial, Gothic and Tudor architectural styles, all of which, we now associate with the work of Robert Bryden.

These historic buildings have survived remarkably well with very little change either to their external form or setting. Original materials such as the slate roof coverings, timber bargeboards and timber doors have all survived intact. There is some erosion of these characteristics by the use of modern PVC and aluminium guttering and downpipes but the overall impression is still the village that Quarrier conceived.

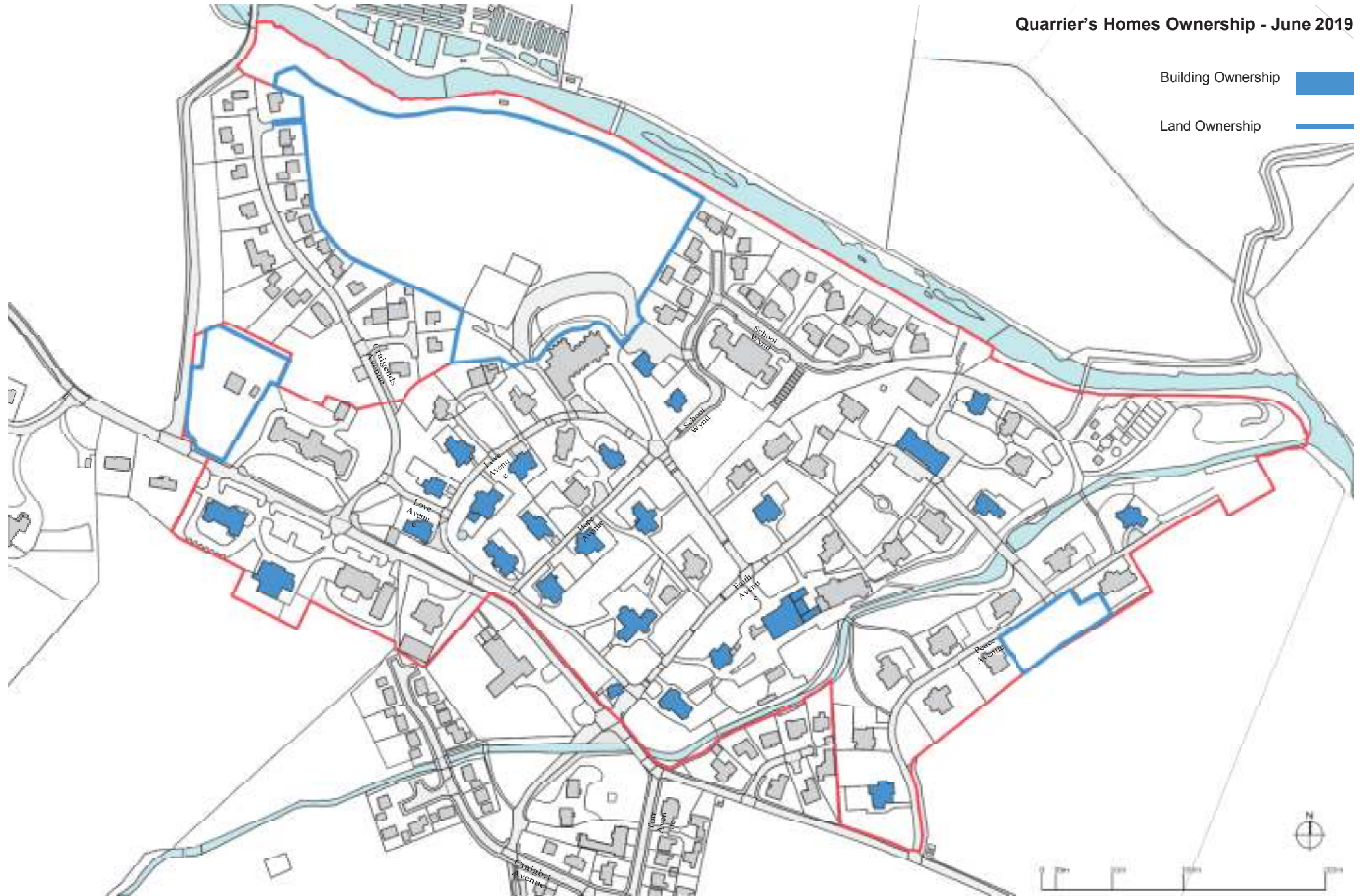
The historic research provided at Appendix A sets out this remarkable story in some detail and shows how important this village is and as a result raises several issues which we summarise below:

- we maintain that the work of Robert Bryden merits greater research;
- the story of Quarrier's needs to be better publicized;
- the historic village merits special status;
- the village merits very careful management into the future to maintain this important linkage to the history of social care in Scotland.



Quarrier's Village, 2009 (RCAHMS DP071886)

Quarrier's Homes Ownership - June 2019



## 3.0 TOWNSCAPE APPRAISAL

### 3.1 Topography and Setting

Quarrier's village centre is situated on the low lying alluvial land forming the carse between the River Gryffe to the north and the Gotter Water to the south and east. The village is located on generally flat land which rises more steeply to the south east and north west. The ground level falls very sharply downwards towards the River Gryffe on the northern boundary of the conservation area.

The approach road from Bridge of Weir descends steeply into the village, past more modern areas of housing development and turns slightly to the right where the original entrance to the conservation area at Faith Avenue is located. This quite dramatic approach to the original village adds to the "surprise" effect as you descend towards the collection of impressive Victorian villas within the conservation area.

The land around the village is rural farmland with open fields to the west and east and across the River Gryffe to the north. Carsemeadow sits just to the south of the approach to the village entrance and again is an important area of open farmland. These open fields are important in maintaining the setting of the village and act as a "buffer" zone preventing further modern development to encroach and affect the quality of the rural village amenity.



General view of Church Road looking east



View across the cemetery from Zion Church entrance

### 3.2 Gateways

There are five identifiable gateways into the conservation area. They consist of the historic routes from Kilmacolm at the west and from Bridge of Weir from the east. Both routes meet at the Nittingshill Bridge over the Gotter Water.

A series of secondary gateways lead into the various avenues that define the original Quarrier's Village. These are located at Peace Avenue, Faith Avenue and Craighends Avenue all as indicated on the following diagram.



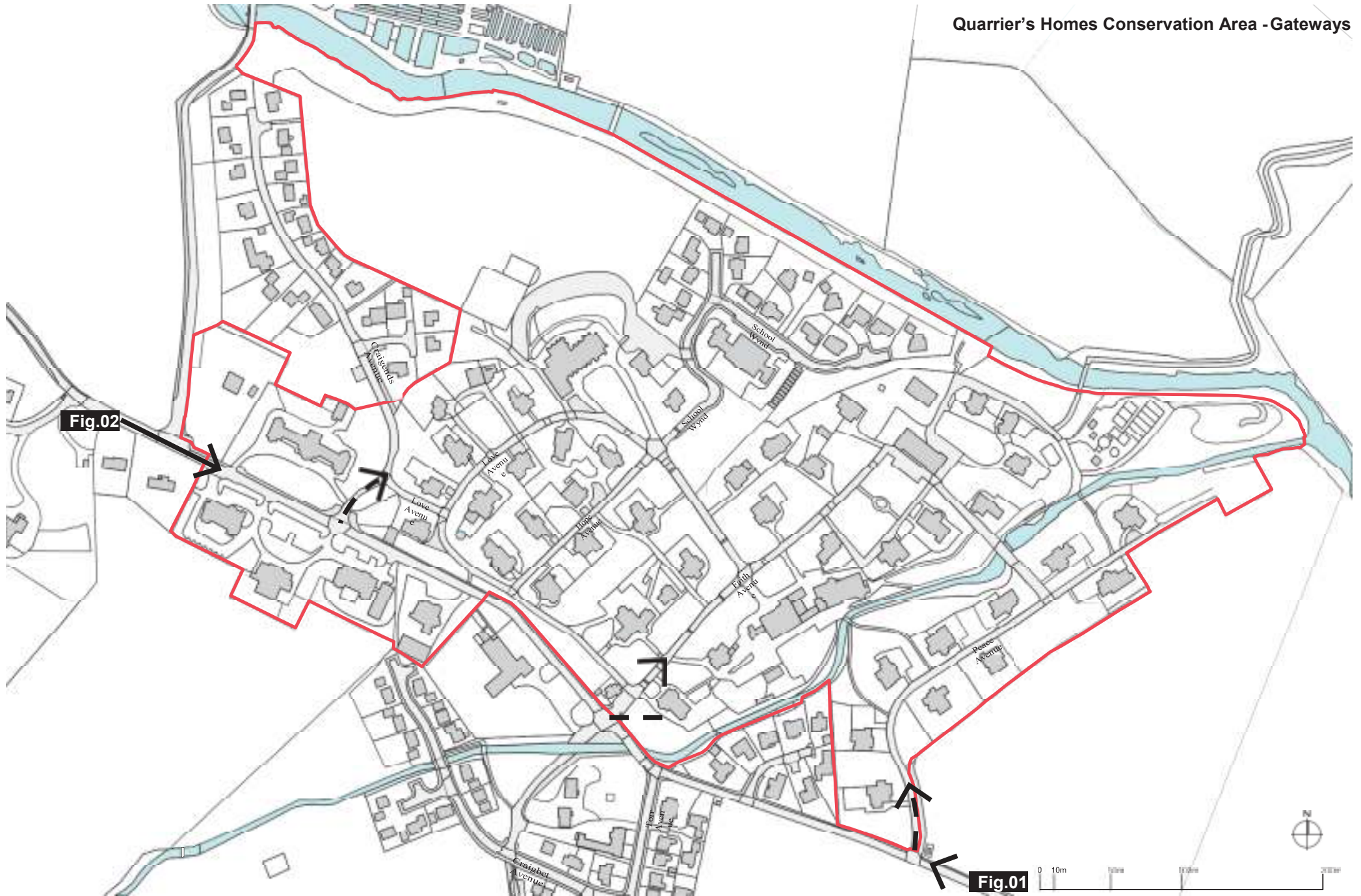
Fig. 01 - Gateway approach from Bridge of Weir



Fig. 02 - Gateway approach from Kilmacolm



Quarrier's Homes Conservation Area - Gateways



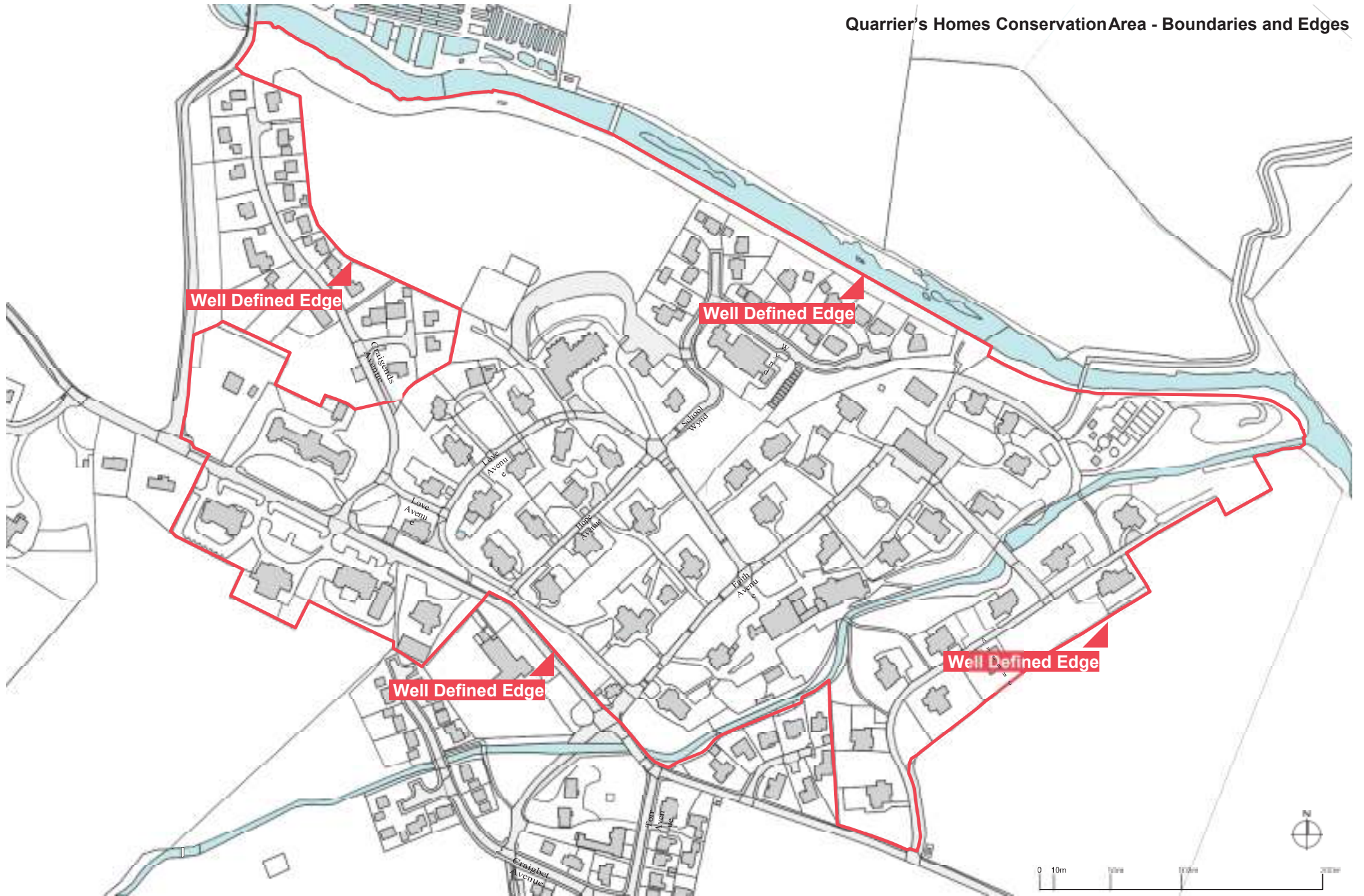
### **3.3 Conservation Area Boundaries and Edges**

Having reviewed the current conservation area boundaries we are of the opinion that the edges that define the area are all strong boundaries and correctly incorporate the historically interesting parts of the village.

The natural edge to the north runs alongside the River Gryffe where it then turns south westward at the junction with the Gotter Water to form a strong edge along the properties on Peace Avenue. The southern boundary is also a strong edge which skirts the former Carsemeadow school site and runs behind the commercial properties opposite the Craigends Avenue gateway. The western edge excludes the more modern houses at Craigends Avenue and then meets the northern edge at the River Gryffe.

The review of the conservatioin area boundary is covered in section 5.0 of this assessment report.

Quarrier's Homes Conservation Area - Boundaries and Edges



### 3.4 Street Patterns

The current street patterns within the conservation area consists of the original access routes set out in the 19th century by William Quarrier and his architect Robert Bryden as they planned the development of the site. This mixture of short straight avenues and curving lanes creates an interesting open village form, with each house set back from the avenues, deliberately placed in substantial plots.

The existing topography, is generally flat along Faith Avenue although it does dip slightly downwards towards Peace Avenue to the south east and into Church Road. This then allows the Mount Zion Church to act as a key landmark building at the end of Church Road to the north west.

The extent of open grass areas and green space gives a real sense of space and importance to the form of this conservation area.

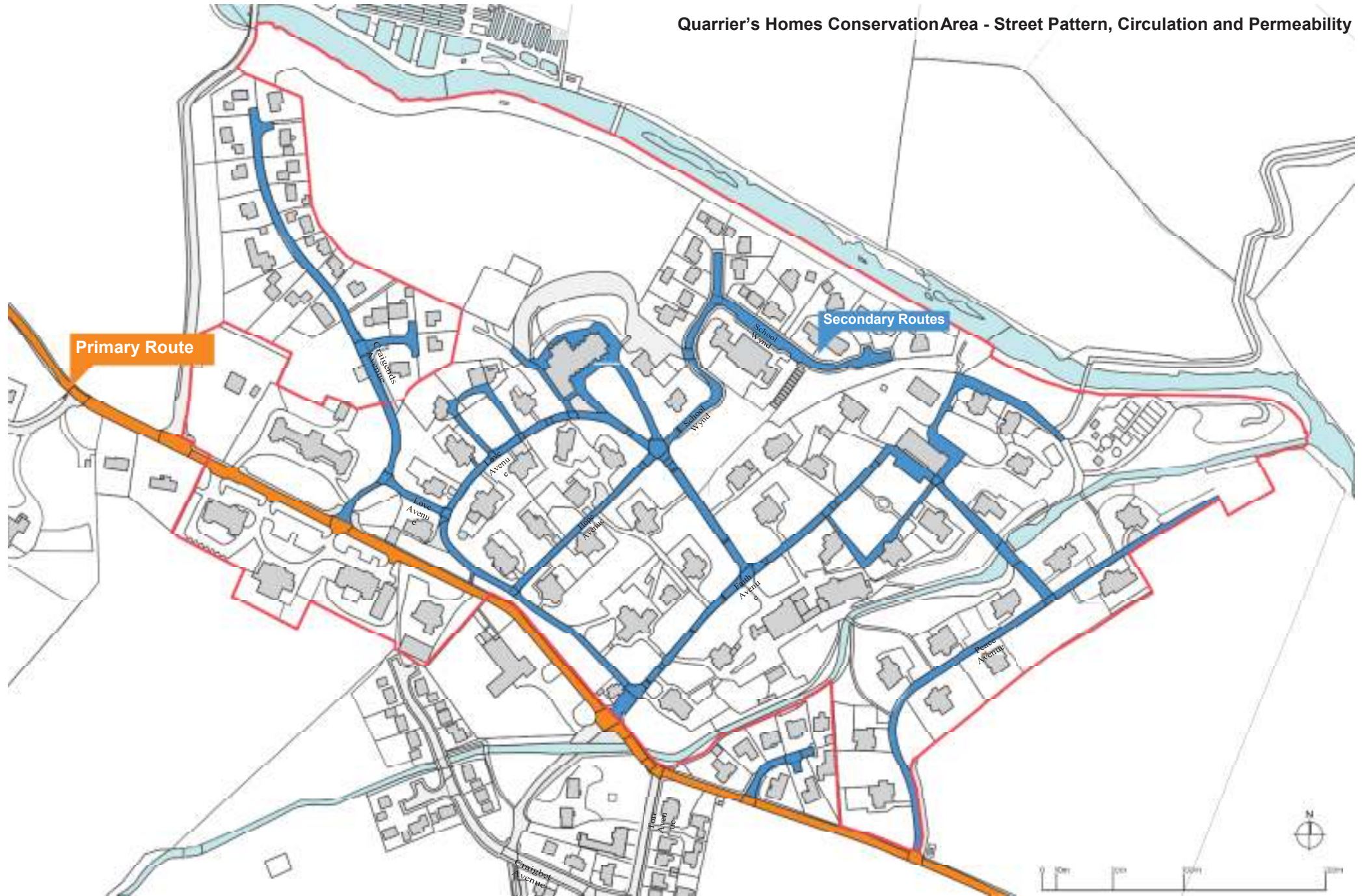
### Circulation and Permeability

The original Victorian structure of avenues set out in the conservation area affords good circulation and permeability throughout the site and access to each house within the conservation area. The routes now also afford vehicle and pedestrian access to the adopted roads at School Wynd and Craigends Avenue. All of the remaining roads within the village are privately owned by the registered charity Quarriers, which is responsible for their upkeep.

A number of the original properties are still owned and maintained by Quarriers. Maintenance of the landscaping and garden areas is funded jointly by Quarriers and the other property owners.

There are no formal pedestrian routes through the conservation area. Instead, pedestrians and vehicles share the space, with “sleeping policemen” on the main Faith Avenue to limit car speeds. The lack of any formal pavements does not seem to decrease the extent of good permeability across the entire site. In fact the lack of pavements and fully adopted roads gives the conservation area a unique character and setting and adds considerably to the quality of the place.

Quarrier's Homes Conservation Area - Street Pattern, Circulation and Permeability

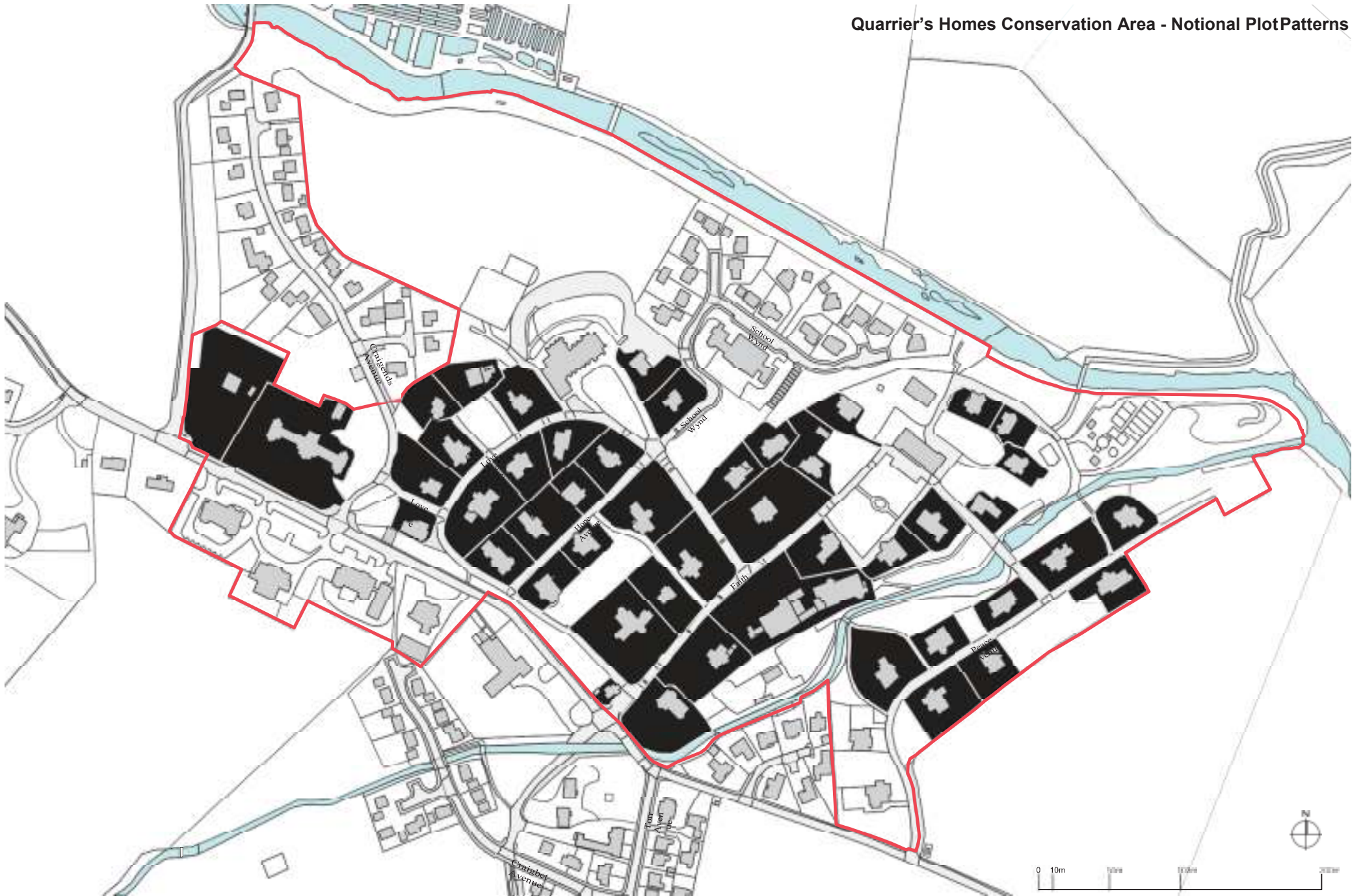


### **3.5 Plot Pattern**

The plot patterns are quite similar throughout much of the Quarrier's Homes conservation area due to the consistent architectural styles deployed over several years by the architect Robert Bryden and the concept for the Village which was envisaged. The houses sit in large feus all set a good distance apart with open garden grounds around each house.

These plot patterns differ considerably from the more modern houses constructed at School Wynd where the amenity space around each house is considerably reduced.

Quarrier's Homes Conservation Area - Notional Plot Patterns



### 3.6 Open Space

Open space is a major characteristic of the Quarrier's Homes conservation area. The introduction of open space, with light and air between and around the buildings was an intrinsic aim of the concept of William Quarrier to create this natural environment at the Orphan Home. He wanted to provide a "home" for homeless children in a setting that was much improved on the conditions within poorhouses and institutions that children were exposed to at that time. The open spaces between the original homes is a key defining characteristic of the conservation area.

The most substantial areas of open amenity space are at the Canadian Garden which sits in front of the Sommerville Weir Hall at the focal point of Faith Avenue and also the sports ground and football pitch area of open ground beyond the Mount Zion Church.



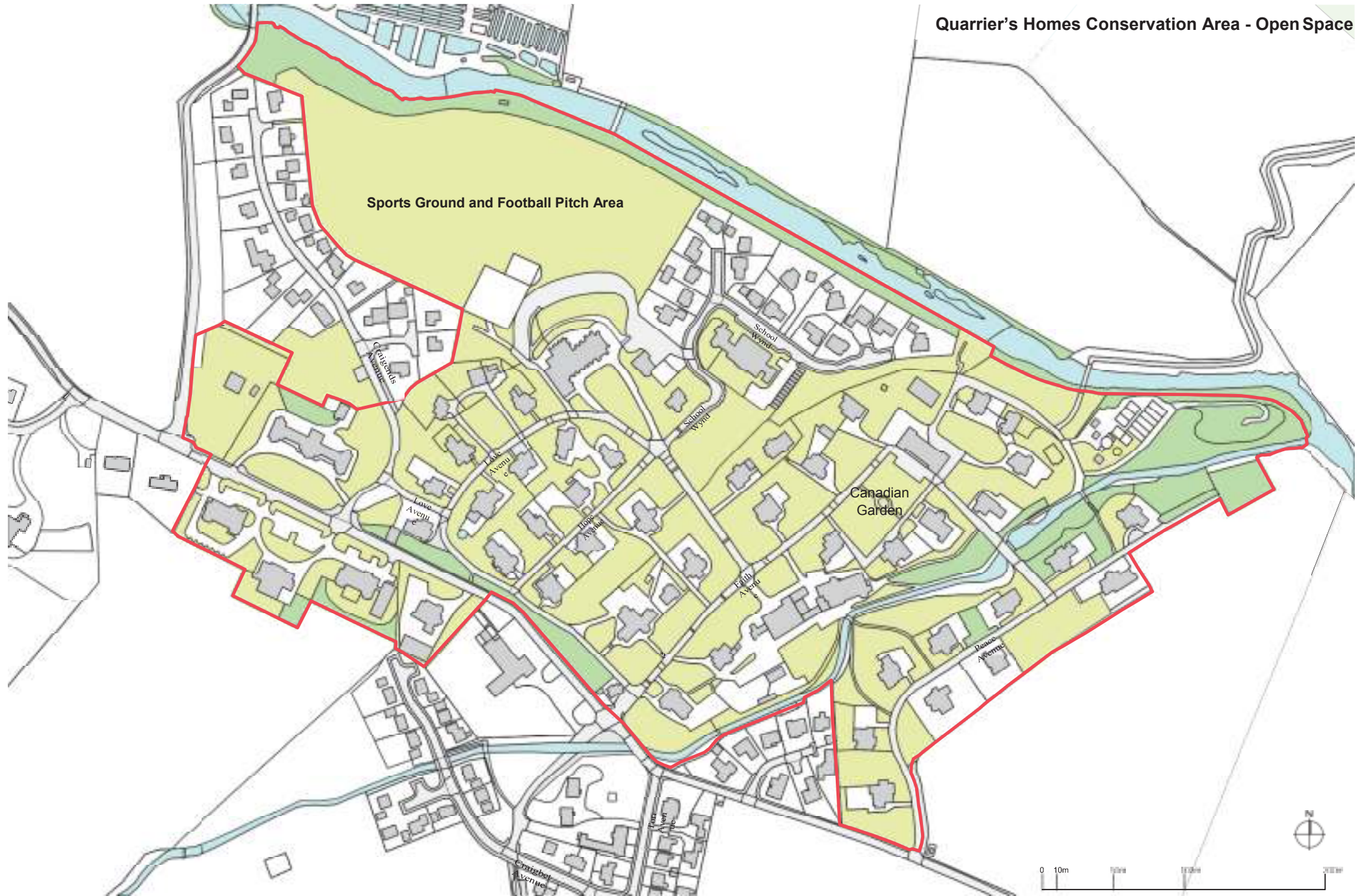
The Canadian Garden sits in front at the south of Sommerville Weir Hall



Sports Ground and Football Pitch Area



Quarrier's Homes Conservation Area - Open Space



### 3.7 Views & Vistas

The farmland that the village was originally constructed on is generally flat with small hills to the south east and north west. Therefore open views and vistas are most prominent across the Gryffe Valley towards the Knapps and Kilmacolm.

Within the conservation area the strategic placement of the Sommerville Weir Hall creates a natural vista along Faith Avenue. In a similar fashion the elevated position of the Mount Zion Church and again the positioning of the former school act to create interesting vistas along Church Road and Hope Avenue respectively.

A general range of the views and vistas seen within this conservation area are expressed in the photographs that follow.



View 02 of Peace Avenue for the approach road from Bridge of Weir

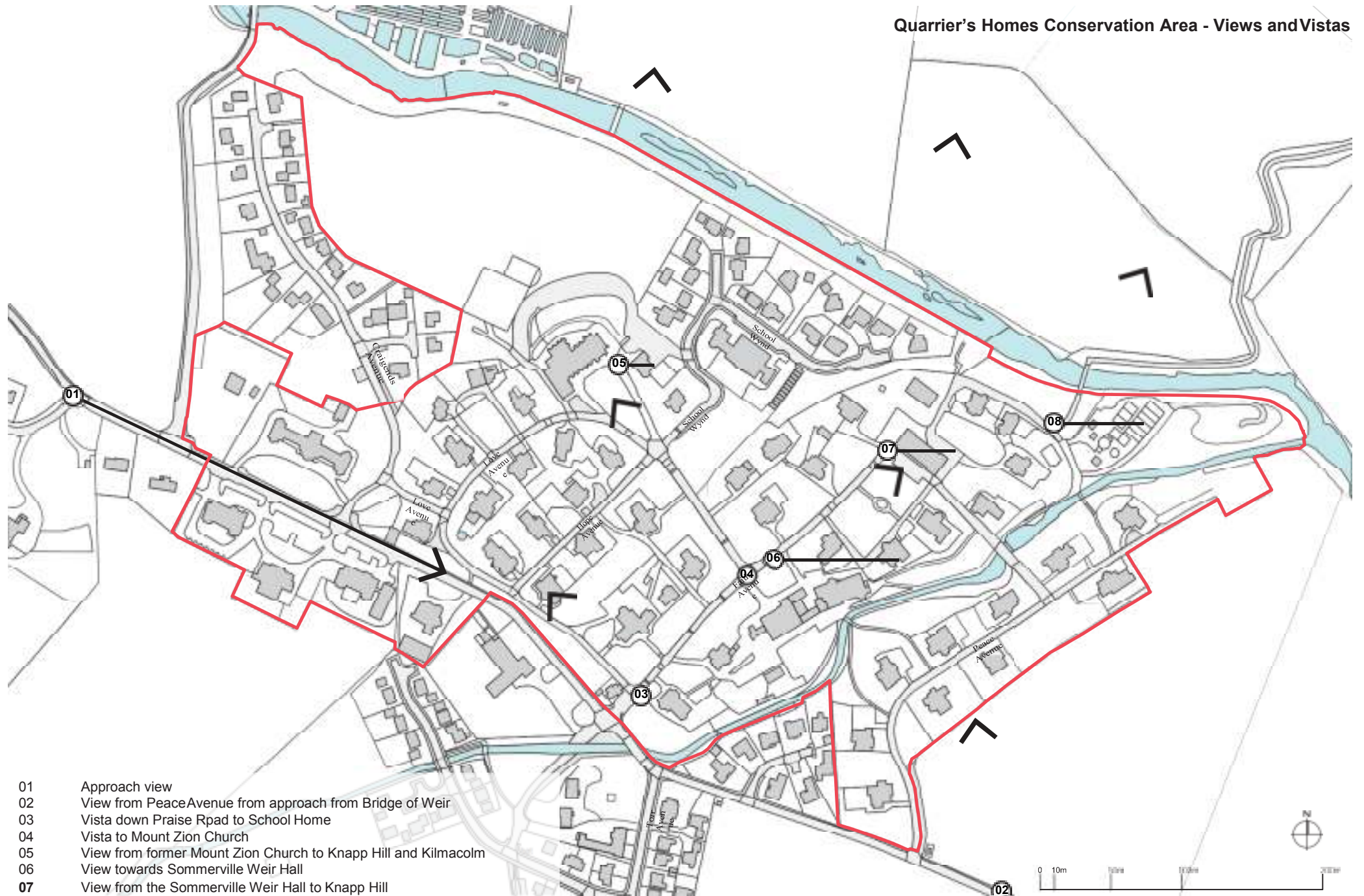


View 05 from the east side of the former Mount Zion Church towards the A761 main road to Kilmacolm  
AUSTIN-SMITH:LORD ARCHITECTS - CONSERVATION GROUP



View 08 view towards the Knapp Hills and Kilmacolm

Quarrier's Homes Conservation Area - Views and Vistas



- 01 Approach view
- 02 View from Peace Avenue from approach from Bridge of Weir
- 03 Vista down Praise Road to School Home
- 04 Vista to Mount Zion Church
- 05 View from former Mount Zion Church to Knapp Hill and Kilmaccolm
- 06 View towards Sommerville Weir Hall
- 07 View from the Sommerville Weir Hall to Knapp Hill
- 08 Towards the cycle track

### 3.8 Architectural Character

The conservation area is unique. It represents a purpose built village founded by the philanthropist Willaim Quarrier to accomodate orphaned and destitute children. Some 50 or so “cottage homes” were constructed between 1877 and 1910 on the forty acre site of Nittingshill Farm which Quarrier bought at auction for £3,560. The village also had its own school, church, post office, dairy, poultry farm, fire station and workshop where the children were trained in a trade. The entire series of villas were designed by the architect Robert Alexander Bryden in association with Andrew Robertson, with each villa built to an individual specification. The end result is a series of important buildings that exhibit elements of Baronial, Gothic and Tudor architectural styles which, we now associate with the unique designs of Bryden’s work.

There are seven category C listed villas within the original historic Quarrier’s Village. The former Mount Zion Church is category B listed and was designated in 2002. All of these designations are relatively recent, carried out in 2004 and 2006 for the villas. It is also worth stating that these listed buildings sit amongst other very similar buildings which are unlisted but are by the same architect and constructed as part of the original village plan. It is strange that a blanket or group listing was not carried out at the time of these properties being listed.

The impression on arrival in the conservation area is one of a tranquil idyll similar to the industrial garden cities created in England in locations such as Bourneville and Port Sunlight. It is interesting to point out that the garden city movement took hold after the creation of Quarrier’s Homes by William Quarrier.

The villas exhibit certain key features that include asymmetrical plans, with walls generally traditionally constructed in squared and snecked sandstone with polished dressings. The large pitched roofs are covered in heavy black Scottish slates with distinctive decorative clay ridge tiles. Eaves generally overhang with dentiled timber features and vertical gables have exposed bargeboarded verges with the gable apex

sometimes finished in decorative Tudor half-timbering. The villas have considerable hand carved features with name plaques and often ornate foliage carved with biblical quotations. No two buildings are identical as all are unique and bespoke. The natural setting and deliberate placement of each villa by the architect creates a very harmonious village form.



Detail of Glenfarg



Door detail

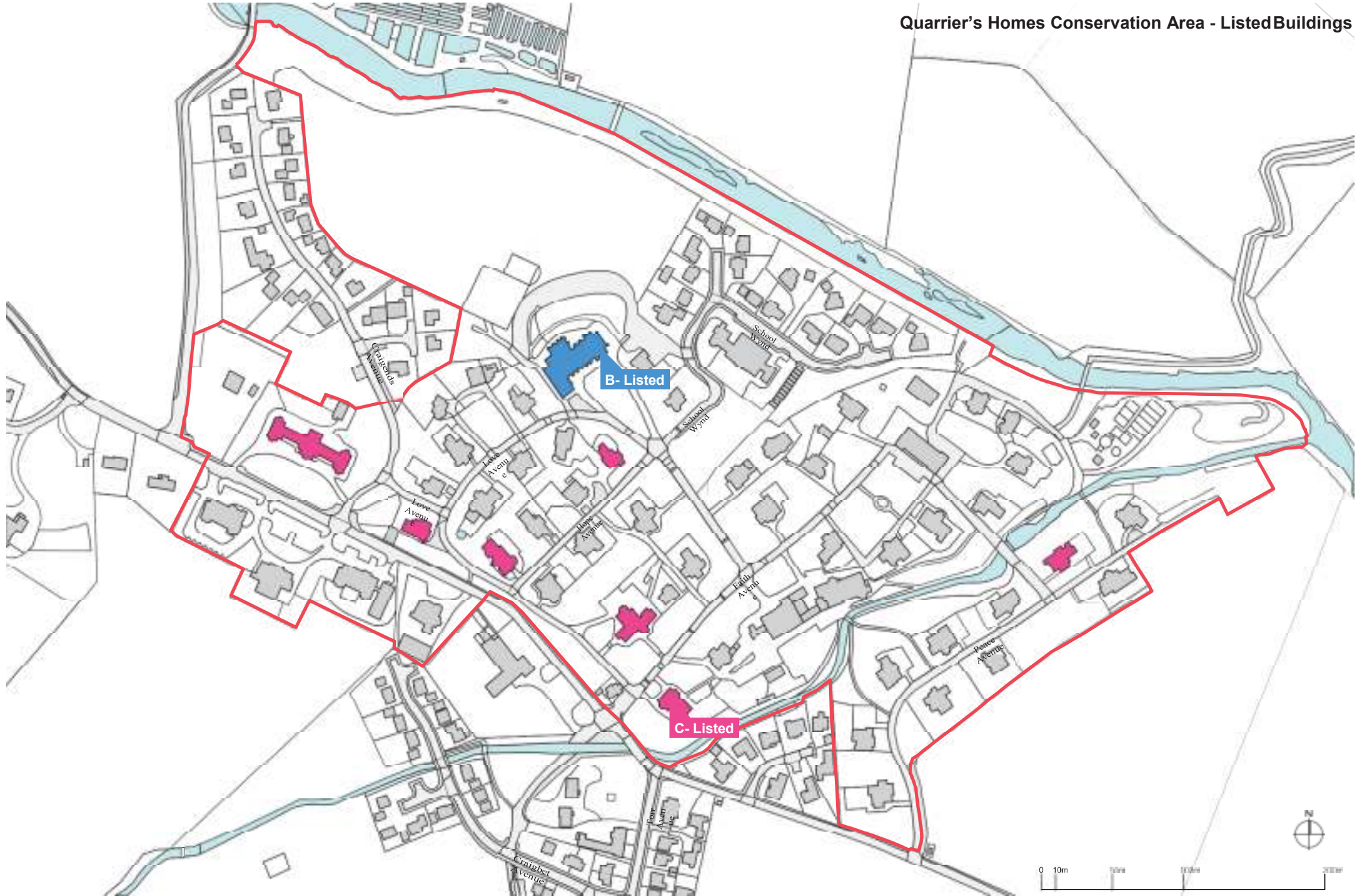


Peace Avenue



Somerville Weir Hall - The Central Building

Quarrier's Homes Conservation Area - Listed Buildings



B Listed Buildings  C Listed Buildings

### 3.9 Building Materials

The traditional building materials found in the Quarrier's Homes conservation area are:

- Indigenous sandstone both blonde and grey types
- Natural Scottish slates
- Traditional timber sliding sash and case windows
- Cast iron rainwater goods
- Lead flashings and weatherings

More modern materials which have been introduced to a limited extent are:

- Cement based renders
- Paint on masonry and render
- Black Spanish slates
- Zinc hip and ridge units
- Modern double glazed timber sash and case windows
- Plastic guttering and downpipes
- Aluminium guttering



Sandstone Plinth



Column Detail



Door case canopy



Bracket Detailing

### 3.10 Landscape and Trees

The natural and man-made landscape forms combined with mature trees represent very significant components within any conservation area creating a natural environment and adding considerably to the quality of the place. Within the original village conservation area there are a considerable number of trees of specific species planted within the garden spaces between the villas.

Another major area of mature trees runs along the edges of the Gotter Water acting as a screen between the conservation area and the new housing at Gotterbank.

In a similar fashion the series of mature trees situated in Peace Avenue and the falling topography of the landscape, hide the village from view on approach from Carsemeadow.

Beyond the former Elise Hospital building an area of mature trees screens off the villa of Braehead at the extreme western edge of the conservation area. The preservation and enhancement of this extent of mature tree and planting is very important to consider in order to maintain the quality of the conservation area into the future.



View towards Mount Zion Church



View from Love Avenue

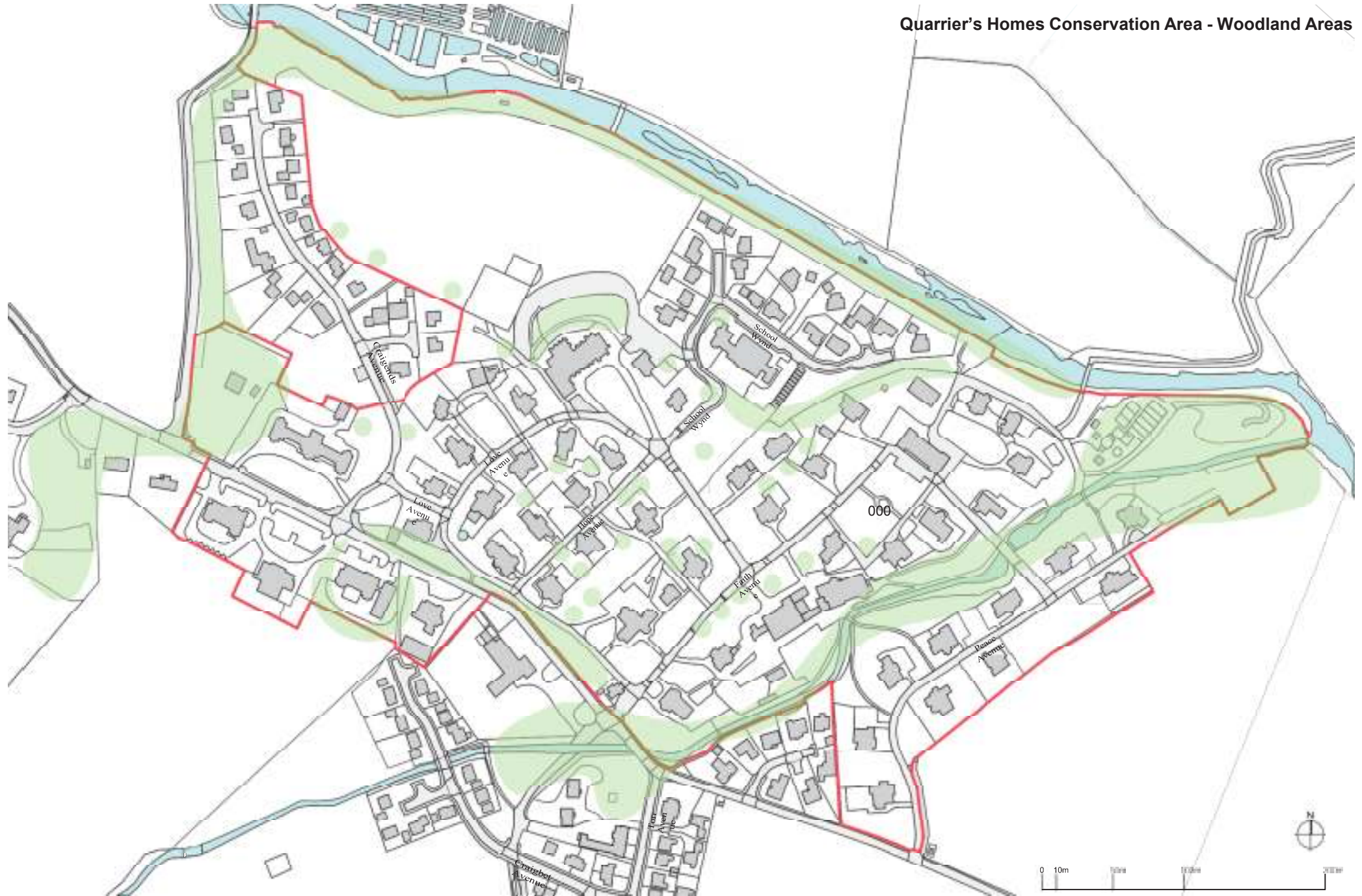


General view within conservation area



View across cemetery

Quarrier's Homes Conservation Area - Woodland Areas





### 3.11 Condition

The buildings within the conservation area are generally in a reasonably good condition. The shared roadway surfaces and area of grass are also generally all in good condition. The major routes of School Wynd and Craighends Avenue have been formally adopted by the Council and are also in good condition.

There is however, some evidence that high quality traditional materials are not being used in the majority of maintenance and major repair activities. Inappropriate modern materials which are predominantly UPVC downpipes and guttering, are in evidence and are also being used on some of the listed buildings.

Most of the original fenestration patterns that are a key characteristic of the conservation area remain. As window sashes are replaced through time, however, the risk of losing these important characteristics is likely to occur.

Several examples of the exposed timber bargeboards and eaves timber work requires re-painting. Original slate roof covering are all now at an age when nail fixings will have corroded and there is an increasing likelihood of slates being dislodged and slipping off the roofs in bad winter storms.

These small incremental series of changes will, over time, have the effect of diminishing the intrinsic qualities of the place that make it special and a place of some interest. It is important that owners understand the need to maintain their properties and to utilise traditional materials whenever possible and in particular when the property is listed.



Overlaid zinc flashing over original lead



Roof flashing missing - Spanish slates in use



Blocked and corroded guttering



Original cast iron fittings at Glenfarg

## 4.0 CHARACTER ASSESSMENT

Having examined the townscape aspects of the Quarrier's Homes conservation area it is now possible to identify features which contribute to its character and appearance as an area of special architectural and historic interest.

### Assessment of Buildings

An important part of character assessment involves the evaluation of buildings, identifying those that make a valuable contribution to the sense of place and are worthy of retention as well as those which make no positive contribution or which detract from the character and appearance of the conservation area. All of the traditional buildings within the Quarrier's Homes conservation area add to the intrinsic character of the village.

### Listed Buildings

Buildings that are "listed" have already been evaluated by Historic Environment Scotland (HES) as being of special architectural or historic interest. There are seven category C listed buildings and Mount Zion Church is category B listed. The national importance and historic importance of such a unique place suggests the need to re-assess the extent of the listing designations.

### Unlisted Buildings of Merit

There are several very important buildings in the conservation area that are not listed but which make a very positive visual contribution to the character and appearance of the area. They do define the historic settlement and should all be seen as integral to the conservation area.

### Key Features

Having carried out the assessment of the buildings it is now possible to list key features:

- A unique settlement developing originally as family homes for orphans;
- Powerful architectural designs for both listed buildings and unlisted properties;
- Use of traditional materials using masonry construction and natural slate.



General view towards Mount Zion Church



View of Bethesda



Holmlea, Faith Avenue



Footbridge linking Faith Avenue to Peace Avenue

**Key Challenges**

As Quarrier's Village is an attractive settlement, it is an inviting place to visit but also to live and work. Within the centre of the village sits the conservation area. Some 50% of the properties within the conservation area are now in private hands and the rest owned, in use and maintained by the Quarriers organisation. Also a small number of commercial tenants work from properties within the conservation area. As a result there are very few empty properties.

However, there remains several other key challenges that will continue to affect the properties within the conservation area, as listed below:-

- **Loss of original architectural components**  
This is namely the replacement of downpipes and guttering with modern styles and UPVC materials. This does result over time, in a significant loss of character within the area. It is important to consider a strategy for the reversal of this trend.
- **Use of inappropriate materials in repairs**  
Key components such as the Scottish slate roof coverings, lead weatherings are potentially being replaced with modern alternatives and there will be a resulting loss of character and value to the conservation area.
- **Public Realm upkeep and enhancement**  
The quality and upkeep of the public realm within the conservation area is important. This village benefits from an on-site factor who maintains the public realm. This situation ensures no major changes occur within the public areas. If roads were to be adopted there would be the potential for more major interventions and loss of character to the conservation area.
- **Landscaping**  
The abundance of mature trees and landscaping within the area is important to the overall amenity value of the conservation area and those people who work and live in the conservation area. This should be maintained and enhanced whenever possible.
- **Building Maintenance**  
The character and appearance of the conservation area is greatly enhanced when buildings are properly maintained. Several key buildings would benefit from suitable maintenance to prevent more serious loss of original historic fabric.



Replacement guttering in aluminium



Original lead very white suggesting age and thin



Aluminium guttering in use at the hall



Bicycle stands and bollards at the hall

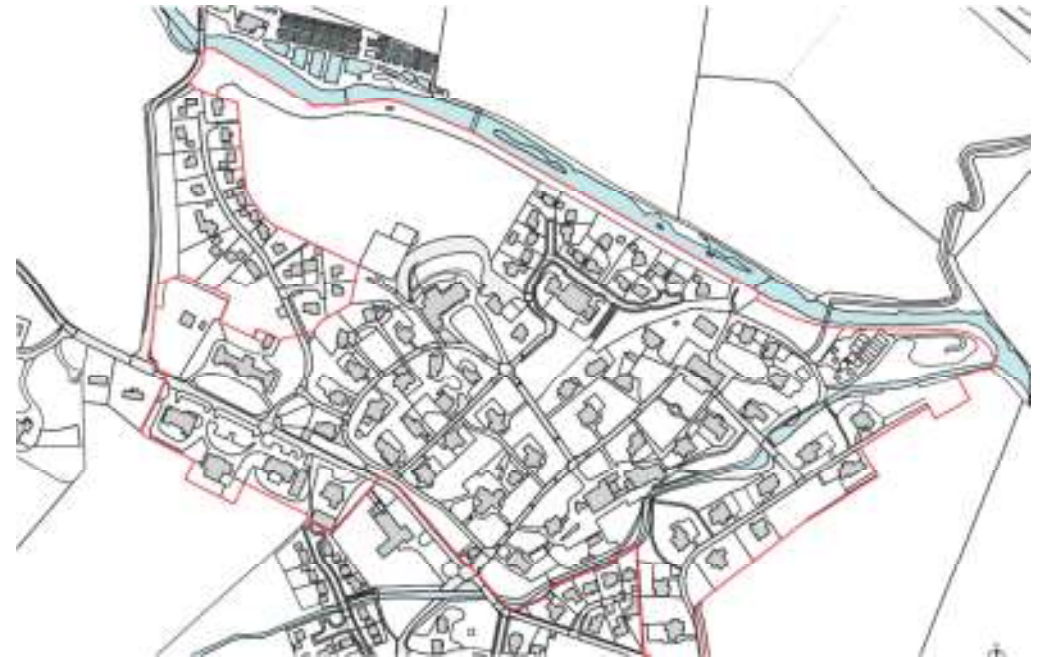
# 5.0 CONSERVATION AREA BOUNDARY

## 5.1 Review

An important part of any conservation area appraisal process is the re-assessment of the existing conservation area boundaries.

The examination of the Quarrier's Homes conservation area boundary suggests that no alterations should be considered.

The area of modern housing infill at School Wynd and conversion of the former school building to apartments is felt to be an important part of the continuing development of the village. As such this area should be retained within the conservation area to maintain the same level of protection that exists for the historic villas.



Existing Boundary

## 6.0 PRESERVATION AND ENHANCEMENT

The aim of this section of the document is to set out an initial series of opportunities for the preservation and enhancement of the Quarrier's Homes conservation area. As before we have set out below these potential initial opportunities for consideration:-

### Maintenance

One of the major future threats to the buildings within the Quarrier's Homes conservation area is the extent of inappropriate maintenance and form of interventions being carried out. This lack of appropriate approach is leading to the slow decay and loss of original historic fabric. Regular, co-ordinated maintenance programmes can help to reduce costs to owners in the long term. The ability to access grant funding would also greatly help to mitigate against this trend.

### Development

Minor works such as the replacement or alterations to traditional windows and rainwater goods with modern patterns and components such as UPVC materials are evident. This has a cumulative effect of eroding the character and appearance of the conservation area. The Council is committed to the preservation and enhancement of the area's special character through the application of Local Development Plan policies.

The General Permitted Development Order which came into force in February 2012 has removed all permitted development rights for householders, that is dwellings or flatted residential properties within the conservation area.

This in essence means that any improvement, addition or other alteration to the external appearance of a dwelling house is not permitted development within a conservation area. This should provide greater control to the Council to ensure alterations and new development is designed in a manner to ensure enhancement of the character of this unique conservation area.



Slates missing and slipped



PVC downpipes in use

**Design of any new buildings**

The scale, massing, and detailing within this village of the vernacular architecture are fundamentally important qualities that establish the character of the conservation area. New buildings should reflect these characteristics in order to preserve these qualities. There is only one new infill building which has generally not fully followed the design principles of the original vernacular architecture. Other new build schemes have generally been set on the edges of the conservation area and where the ground level falls below the main village green and are as a result not highly visible when you are in the conservation area. In this context their architectural styles vary and are of their time.

**Information and Advice**

Building owners, residents and local businesses are key stakeholders in ensuring the preservation and enhancement of the conservation area. Well-crafted information and guidance for owners can explain the implications of living in a conservation area and give proper advice on the best and most economical way for them to maintain and repair their properties. The Inform Guide sets produced by Historic Environment Scotland are a useful source of initial guidance. The Council should consider a strategy for clear, yet simple to use, information sharing to owners on this key subject.



Modern infill house



Sensitive adaption of rear of 'Glenfang'

# Bibliography/ Further Information

Historic Environment Policy Scotland 2019

Managing Change in the Historic Environment Guidance Notes

Historic Environment Scotland – INFORM Guides

Scottish Planning Policy 2014

Scottish Government Circular 1/2012 – Householder Permitted Development Rights

Planning Advice Note 71 – Conservation Area Management, 2004

Inverclyde Local Development Plan 2014

Inverclyde Local Development Plan Proposed Plan 2018 , as modified following Examination

Planning Application Advice Notes:

- No.9 – Replacing Windows in Conservation Areas and Listed Buildings
- No.10 – Signage and Advertisements
- No.11 – Shopfront Design

Buildings at Risk Register <http://www.buildingsatrisk.org.uk/>

## Useful Contacts

Regeneration and Planning

Inverclyde Council

Municipal Buildings

Clyde Square

PA15 1LY

T: 01475 717171

E: [Devplan.planning@inverclyde.gov.uk](mailto:Devplan.planning@inverclyde.gov.uk)

Web: [www.inverclyde.gov.uk](http://www.inverclyde.gov.uk)

Historic Environment Scotland

Longmore House

Salisbury Place

Edinburgh

EH9 1SH

T: 0131 668 8600

Web: [www.historicenvironment.scot](http://www.historicenvironment.scot)

## 7.0 CONSERVATION AREA MANAGEMENT PLAN

### Purpose of the Conservation Area Management Plan

The purpose of a conservation area management plan is to guide those safeguarding our historic sites to make the right decisions that both preserve and enhance the intrinsic characteristics of the conservation area. This conservation area management plan sets out what could be considered in order to look after Quarrier's Homes conservation area when any proposals for change, its future use, alteration, development, management, or repair are considered.

This document sets out a potential future strategy which will guide the conservation of this historic village centre and its buildings and will help to inform all subsequent conservation decisions.



Mount Zion Church - now residential flats



Alan Dick Home - no 17



## 7.1 KEY CHALLENGES

### Key Challenges Identified during the Conservation Area Appraisal

The conservation area appraisal analyses the history, character and materials of Quarrier's village and provides key information on why the area is significant, where improvements can be made and gives an overview of factors contributing to the existing character of the conservation area. The appraisal process has been carried out in tandem with the Conservation Area Management Plan (CAMP) to ensure a cohesive set of documents are in place for dealing with development, maintenance and repairs within the conservation area boundary.

- Loss of Architectural Detail - original architectural details form the key defining characteristic of the appearance and value of the conservation area. Their retention and repair is an essential to ensure the area's preservation and enhancement.
- Use of Inappropriate Materials - whilst most components of the historic building fabric largely remain in Quarrier's Homes conservation area, there are several examples where modern materials have been introduced and this has led to a loss of the special character of the conservation area: Examples include the replacement of downpipes with inappropriate UPVC, and in a few examples the use of aluminium guttering. Suitable maintenance needs to be adopted in order to safeguard the special character of these historic villas.
- Public Realm - the original pattern of roads, the lack of formal pavements and extent of open amenity space and landscaping with mature trees are all important characteristics of this conservation area. Their retention and enhancement are essential in order to ensure the area's preservation. Again suitable maintenance regimes need to be in place to safeguard the landscape character into the future. Replanting of trees will become necessary in the next decade or more and this will impose further burdens on land and property owners.



- Landscaping - planned landscaping which includes mature trees represents a very significant component within the Quarrier's Homes conservation area. It creates a natural environment and adds considerably to the quality of the place. The preservation and enhancement of this extent of mature tree and planting is very important going into the future. Regular review of the maintenance regime and re-planting proposals could involve guidance from the Council.
- Building Maintenance - One of the major future threats to the buildings within the Quarrier's Homes conservation area is the extent of inappropriate maintenance and form of interventions being carried out. This lack of appropriate approach is leading to the slow decay and loss of original historic fabric. Regular, co-ordinated maintenance programmes for properties can help to reduce costs to owners in the long term.

## 7.2 CONSERVATION AREA MANAGEMENT PLAN ACTIONS

The historic environment is a product of a process of refinement and change over generations. The pressure for change comes from several factors such as economic fluctuations, population movement and other issues such as neglect and deterioration of the physical fabric and can over time lead to the slow erosion of the character and distinctiveness of the conservation area. Change however, if carefully considered and implemented, can also provide opportunities for intervention and enhancement of the conservation area.

The Historic Environment Scotland Policy 2019 summarises the distinctive nature of Scotland's historic environment and recognises the degree of change and adaption that has helped to shape it:

*Changes to our society, climate and economy create significant challenges for the historic environment. Resources need to be managed sustainably to balance competing demands. The different ways communities and individuals place value on the historic environment should be recognised.*

*Effective management of the historic environment is a shared endeavour involving individuals and organisations who own, use, manage or care about heritage. People should be empowered to use their heritage to develop their communities and places in a sustainable way. We all need to work collaboratively to respond to the challenges and opportunities we are facing, to make sure the outcome is as fair as possible.*

*When making decisions about the historic environment, different interests need to be taken into account. Decision-makers need to consider the consequences of decisions for a range of people. In doing this, tensions and conflicts can arise. Interrelationships and areas of common ground should be identified to encourage dialogue and collaboration, rather than focusing on competing views.*

The process for undertaking the conservation area appraisal and the historic research into the development of Quarrier's Homes has allowed a series of key actions to be presented to the Council for consideration. These conservation area management plan (CAMP) actions are outlined in brief below.

### **CAMP Action 1.0**

The planning authority should reinforce its objective to maintain the special character of the conservation area through active promotion to owners of the need to deploy best practice conservation techniques in repairs and maintenance work. This will require consideration of the following:

- (a) the creation and publication of clear and straightforward guidelines setting out the appropriate form and standards of repair and maintenance required within this conservation area;
- (b) consider seeking financial assistance through, for example, the CARS scheme to provide the provision of small grants for owners to assist with the financial burden of facing large repairs and future maintenance costs;

This action through time should mitigate against the slow degradation of the character of the conservation area buildings stock caused by the inappropriate repairs as highlighted in the CAA.

**CAMP Action 2.0**

The Planning Authority will ensure that the design and construction of any alterations to the historic buildings within the conservation area, seeks to marry new interventions with the significance of the old, in order to enhance and preserve the special qualities of the conservation area. This will require:

- (a) that development schemes are reviewed by the Planning Authority with a view to ensure that the historic buildings remain the focus of any new development scheme;
- (b) all alterations or extensions are well designed, seeking to have a strong character of their own while minor works should not be too strong and dominate the original character of the historic building. They should not imitate original features or forms exactly rather be of high design "of their time"; and
- (c) the materials used in alterations and extensions should, where practical use, traditional materials or where appropriate be hybrid, using say modern brick structure with a lime harl or render rather than any cement based products.

**CAMP Action 3.0**

There should be a presumption against demolition (including partial demolition or removal of details) of any building fabric which, will again result in the loss of historic fabric and the erosion of the special character of the conservation area. This will require the Planning Authority to consider:

- (a) seeking to enforce statutory powers to prevent further deterioration, decay and inappropriate repairs of properties within the conservation area;
- (b) the power to serve listed building enforcement notices to owners to request they maintain or return properties to a structurally secure, wind and watertight condition in accordance with sections 34-41 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997;
- (c) urgent works to preserve an unoccupied listed building giving seven days notice to the owner and explaining that the recover of costs will be actioned all in accordance with sections 49 and 50 of the above Act;
- (d) advising owners that it is an offence and liable to conviction to a fine not exceeding level 3 on the standards scale, if they damage a listed building governed by the above Act.

**CAMP Action 4.0**

The Planning Authority should seek to build on the issues and recommendations highlighted in this conservation area management plan by considering the opportunities to improve the sense of “place” within the village centre. The Council should consider providing guidance on:

- (a) a well conceived and simple information wayfinding series of signs;
- (b) general improvements to the public realm particularly ensuring the preservation and future re-planting of mature trees and shrubs.

**CAMP Action 5.0**

The Planning Authority should consider entering into a dialogue with HES regarding a potential listing review and the creation of a special status for the conservation area. The review should:

- (a) take into account the entire conservation area; and
- (b) discuss the potential financial assistance through, for example, a special CARS scheme to provide small grants for owners to assist with the financial burden of facing large repairs and future maintenance costs;

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<b>Report To:</b>	<b>Environment and Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>E&amp;R/19/08/02/SJ/AW</b>
<b>Contact Officer:</b>	<b>Alan Williamson</b>	<b>Contact No:</b>	<b>01475 712491</b>
<b>Subject:</b>	<b>Road Naming within New Developments at Auchmead Road/Burns Road, Greenock and Langhouse Road/Millhouse Road, Inverkip</b>		

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## 1.0 PURPOSE

1.1 The purpose of this report is to seek Committee approval to name new roads being created within developments at Auchmead Road/Burns Road, Greenock and Langhouse Road/Millhouse Road, Inverkip.

## 2.0 SUMMARY

- 2.1 A road name has been requested for a new residential development by Oak Tree Housing Association at Auchmead Road/Burns Road, Greenock. It is proposed that this is named Ravenscraig Gardens.
- 2.2 A road name has been requested for a new residential development by Merchant Homes at Langhouse Road/Millhouse Road in Inverkip. It is the proposed that this is named The Glebe.

## 3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee approves the following:
- (a) the road within the new development at Auchmead Road/Burns Road, Greenock is named Ravenscraig Gardens; and
  - (b) the road within the new development at Langhouse Road/Millhouse Road, Inverkip is named The Glebe.

**Stuart W. Jamieson**  
**Head of Regeneration and Planning**

## 4.0 BACKGROUND

4.1 Section 97 of the Civic Government (Scotland) Act 1982 gives a local authority power to name roads within its area.

## 5.0 NEW DEVELOPMENT AT AUCHMEAD ROAD/BURNS ROAD, GREENOCK

5.1 Oak Tree Housing Association are developing thirty-six houses on the site of the former Ravenscraig Primary School at Burns Road/Auchmead Road, Greenock. Six of the houses front onto Burns Road and will be assigned numbers for this road. The remainder of the houses are being built on a new road running through the site, which requires to be named. Oak Tree Housing Association suggested the following possible names for the new road:

- Burns Brae
- Kylemore Gardens
- Ravenscraig Gardens
- Sandison Drive

5.2 The development is in the Ravenscraig area of Greenock, on the site of the former Ravenscraig Primary School and adjacent to Ravenscraig stadium. It is therefore proposed that the new road be named Ravenscraig Gardens as per Appendix 1. This will help the development to identify with its local area.

5.3 Ward 6 Councillors and Larkfield, Braeside and Branchton Community Council were consulted on the proposed name and no objections or alternative suggestions were received.

## 6.0 NEW DEVELOPMENT AT LANGHOUSE ROAD, INVERKIP

6.1 Merchant Homes are developing thirty-two houses on a greenfield site between Langhouse Road and Millhouse Road in Inverkip. Eight of the houses front onto Langhouse Road and will be assigned numbers for this road. The remainder of the houses are being built on a new road running through the site. Merchant Homes has suggested Langhouse Gardens reflecting the marketing name for the site. Whilst it is not always suitable to use the marketing name of a development as the eventual road name, in this instance this would be a suitable name.

6.2 However, the site has historically been referred to as The Glebe, reflecting its previous ownership by the Church of Scotland and association with Inverkip Parish Church. It is considered that it would be appropriate to reflect this historical connection and it is proposed that the new road be named 'The Glebe' as per Appendix 2.

6.3 Ward 6 Councillors and Inverkip Community Council were consulted on the proposed name and no objections or alternative suggestions were received.

## 7.0 IMPLICATIONS

### Finance

7.1 There are no financial implications associated with 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)

<b>Cost Centre</b>	<b>Budget Heading</b>	<b>With Effect from</b>	<b>Annual Net Impact</b>	<b>Virement From (if Applicable)</b>	<b>Other Comments</b>
n/a	n/a	n/a	n/a	n/a	n/a

### **Legal**

7.2 There are no legal implications associated with this report.

### **Human Resources**

7.3 There are no personnel implications associated with this report.

### **Equalities**

7.4 There are no equalities issues associated with this report.

### **Repopulation**

7.5 There are no repopulation implications associated with this report.

## **8.0 CONSULTATIONS**

8.1 The Council's Legal and Property Services were consulted during the preparation of this report.

## **9.0 LIST OF BACKGROUND PAPERS**

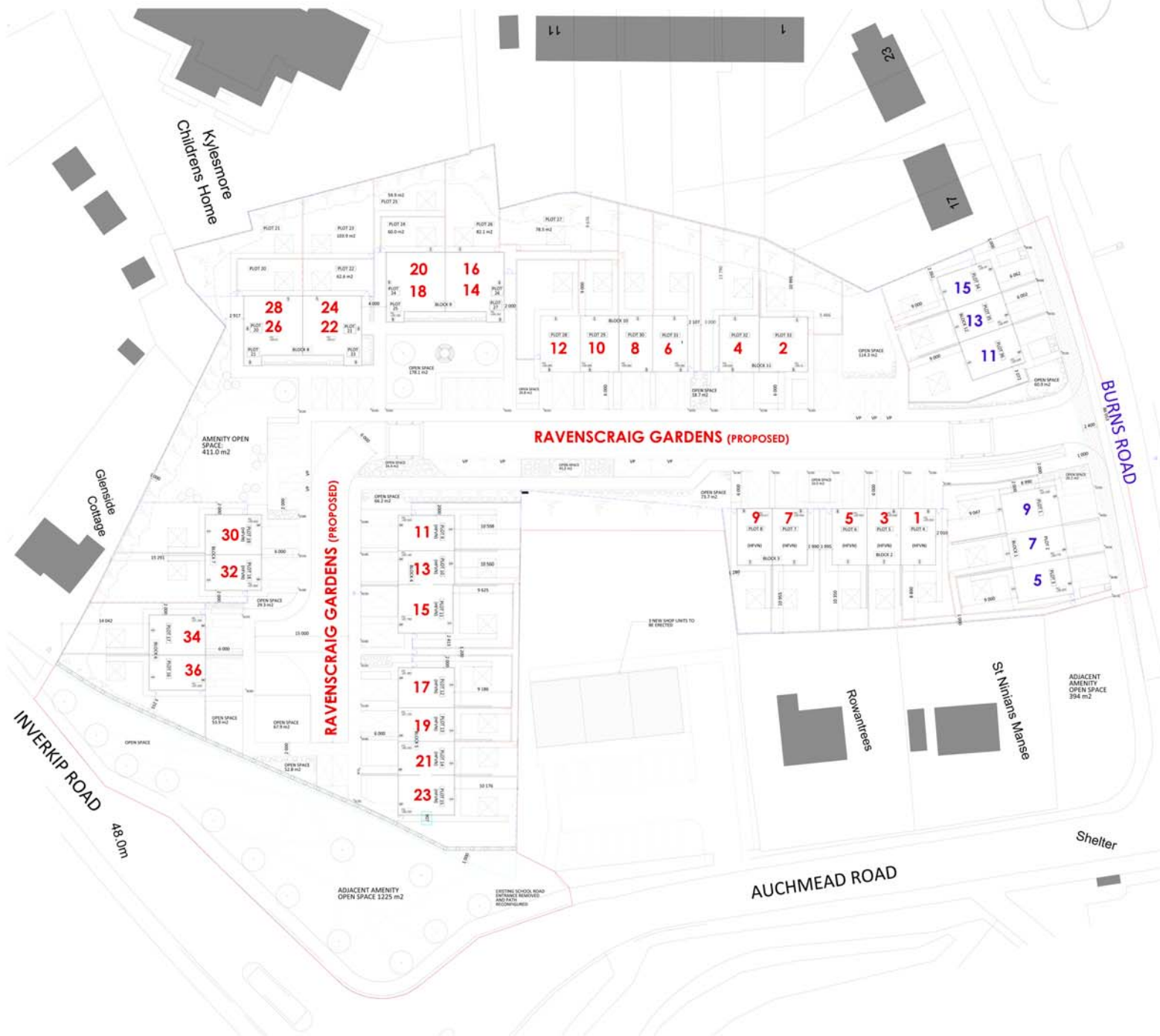
9.1 None

Appendix 1: New residential development at Auchmead Road/Burns Road, Greenock

Appendix 2: New residential development at Langhouse Road/Millhouse Road, Inverkip



# APPENDIX 1



APPENDIX 1

Kylemore  
Children's Home

**RAVENS CRAIG GARDENS (PROPOSED)**

**RAVENS CRAIG GARDENS (PROPOSED)**

AUCHMEAD ROAD

BURNSIDE ROAD

INVERKIP ROAD  
48.0m

ADJACENT AMENITY  
OPEN SPACE 1225 m<sup>2</sup>

ADJACENT AMENITY  
OPEN SPACE 394 m<sup>2</sup>

Rowanhees

St Ninians Manse

Shelter

EXISTING SCHOOL ROAD  
ENTRANCE REMOVED  
AND PATHS  
RECONFIGURED

3 NEW SHOP UNITS TO  
BE PROVIDED

Burnside

AMENITY OPEN  
SPACE  
411.0 m<sup>2</sup>

ADJACENT AMENITY  
OPEN SPACE 1225 m<sup>2</sup>

ADJACENT AMENITY  
OPEN SPACE 394 m<sup>2</sup>

Rowanhees

St Ninians Manse

Shelter

EXISTING SCHOOL ROAD  
ENTRANCE REMOVED  
AND PATHS  
RECONFIGURED

3 NEW SHOP UNITS TO  
BE PROVIDED

Burnside

AMENITY OPEN  
SPACE  
411.0 m<sup>2</sup>

# APPENDIX 2



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**Report To: Environment and Regeneration  
Committee**

**Date: 29 August 2019**

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

**Report No:  
E&R/19/08/01/SJ**

**Contact Officer: Ash Hamilton  
Policy Planner**

**Contact No: 01475 712463**

**Subject: Stopping Up Order for a Section of Footpath and Amendment of Core  
Path 1E 'Gourock to Greenock', as Required by Erection of New Cruise  
Ship Terminal at the Waterfront Car Park, Greenock**

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## **1.0 PURPOSE**

1.1 The purpose of this report is to advise the Committee of:

- a) the use of the emergency powers delegated to the Chief Executive to:
  - (i) promote a Stopping Up Order and a Diversion Order for a section of footpath; and
  - (ii) amend Core Path 1E;both consequent upon the grant of planning permission for the erection of the new cruise ship terminal at the Waterfront, Greenock.
- b) changes to the actions granted under emergency powers to:
  - (i) combine the Stopping Up and Diversion Orders into a single Order; and
  - (ii) shorten the section of footpath to be stopped up.

## **2.0 SUMMARY**

- 2.1 Planning permission (18/0258/IC, granted on 5 April 2019) for the 'Erection of building containing ocean ferry terminal, art gallery and restaurant and associated work' at the Greenock Waterfront requires that a section of footpath, which forms part of Core Path 1E and National Cycle Network route 75 (NCN75), be diverted prior to the commencement of development.
- 2.2 The use of emergency powers was sought in June 2019 to enable the separate processes for stopping up and diverting the footpath, and amending Core Path 1E, to begin as soon as possible, in order to avoid delays to the start of development. The next available Committee meeting at the time of seeking emergency powers was 29 August 2019.
- 2.3 Emergency powers were subsequently granted on 26 June 2019 for Legal and Property Services to progress a Stopping Up Order and a Diversion Order. It should be noted that following the grant of emergency powers, and in light of new information and further consultation, it was deemed appropriate to make the following changes (i) combine the Stopping Up and Diversion Orders into a single Order and (ii) shorten the section of footpath to be stopped up, as shown in Appendix 1.
- 2.4 Emergency powers were also granted for the Head of Regeneration and Planning to consult on the proposed amendment to the Core Paths Plan.
- 2.5 The diversion of the NCN75 will be progressed through discussions between Council officers and Sustrans, who manage the network. No statutory procedure is required.

### **3.0 RECOMMENDATIONS**

It is recommended that the Committee notes that

- a) Emergency powers were granted for:
  - i) the Head of Legal and Property Services to promote Stopping Up and Diversion Orders.
  - ii) if after the 28 day period for statutory objections no such objections are made or maintained, delegated authority be granted to the Head of Legal and Property Services to take all necessary action in connection therewith, including confirmation of the Orders.
  - iii) the Head of Regeneration and Planning to consult on the proposed amendment to the Core Paths Plan.
  
- b) Following the grant of emergency powers, and in light of new information and further consultation, it was deemed appropriate to make the following changes (i) combine the Stopping Up and Diversion Orders into a single Order and (ii) shorten the section of footpath to be stopped up as shown in Appendix 1.

**Scott Allan, Corporate Director  
Environment, Regeneration and Resources**

## **4.0 BACKGROUND**

- 4.1 Planning permission was granted on 5 April 2019 for the 'Erection of building containing ocean ferry terminal, art gallery and restaurant and associated work' at the Waterfront Carpark, Cinema Carpark And Associated Land on Custom House Way in Greenock (Ref: 18/0258/IC).
- 4.2 Condition 13 of this permission requires that, prior to the commencement of development, a section of coastal path be diverted. This is a shared use path which is identified as a 'footpath', and forms part of Core Path 1E and the NCN75.
- 4.3 While a temporary alternative path for pedestrians and cyclists has been identified for the construction phase and does not require a formal process, the stopping up of the existing footpath, the permanent diversion, and the amendment of Core Path 1E required the following actions to be undertaken.

## **5.0 PROPOSALS**

### **Stopping Up and Diversion Orders**

- 5.1 Under section 208 (1)(a) of the Town and Country Planning (Scotland) Act 1997, as amended, the diversion of the footpath approved under planning permission 18/0258/IC will require a Stopping Up Order for the section of existing footpath to be stopped up and a Diversion Order for the permanent diversion. Local Authorities are empowered to make Stopping Up and Diversion Orders under this Act with the Council's Scheme of Administration giving responsibility for the making of such Orders to the Head of Regeneration and Planning.
- 5.2 Following the making of a Stopping Up Order and a Diversion Order, procedures require the Orders to be advertised in the local press and the Edinburgh Gazette, with Notices sent to the landowner and any statutory undertaker who has apparatus on the footpaths which are to be stopped up. If there are no maintained objections to the Orders, authority thereafter needs to be sought from the Council's Environment and Regeneration Committee to confirm the Orders before they come into effect. An Order in respect of which there are any maintained objections has to be confirmed by the Scottish Ministers, following consideration by a Reporter.
- 5.3 In light of the above, following granting of emergency powers, Legal and Property Services were provided with the appropriate information and instructed to promote a Stopping Up Order and a Diversion Order for the section of path to be stopped-up and the permanent diversion under planning permission 18/0258/IC.
- 5.4 Further to the grant of emergency powers, it was considered appropriate to make the following changes, in light of new information and further consultation (i) combine the Stopping Up and Diversion Orders into a single Order and (ii) shorten the section of footpath to be stopped up, as shown in Appendix 1. The Order was publicised in the Edinburgh Gazette on 23 July 2019 and in the Greenock Telegraph on 24 July 2019, with a 28 day period given for submitting representations/objections.

### **Amendment of Core Path 1E 'Gourock to Greenock'**

- 5.5 Under the Land Reform (Scotland) Act 2003, local authorities are required to identify a network of routes which provide sufficient levels of access for local communities. This network is known as a Core Paths Network and is formally presented in a Core Paths Plan. The Council, in conjunction with the Inverclyde Local Access Forum, prepared a Core Paths Plan, which was adopted in 2008.
- 5.6 The permanent diversion of Core Path 1E 'Gourock to Greenock', will require the Core Paths Plan to be amended under Section 20C of the Land Reform (Scotland) Act 2003

(as amended by section 83 of the Land Reform (Scotland) Act 2016 – ‘Single amendment of core paths plan: procedure’. This requires the Council to “consult such persons... on the amendment, inviting objections and representations in relation to the amendment to be made to them within such period as they specify...and give such notice of the amendment as the local authority think fit”.

- 5.7 In light of the above, following granting of emergency powers, a one month public consultation on the amendment to Core Path 1E was held ending on 27 July 2019. The consultation was publicised through public notices at either end of the section to be diverted, in the Greenock Telegraph, on the Council website and through a press release.

## 6.0 IMPLICATIONS

### Finance

- 6.1 There is a cost of £714.15 relating to the Public Notices which required to be placed in local newspapers and the Edinburgh Gazette.

#### Financial implications

##### One-off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
02582-000-61019	City Deal	2019/20	£714.15	n/a	n/a

##### Annually recurring costs/(savings)

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

### Legal

- 6.2 The proposed Stopping Up and Diversion Order complies with the Town and Country Planning (Scotland) Act 1997, as amended, while the proposed Core Path amendment complies with the Land Reform (Scotland) Act 2003, (as amended by section 83 of the Land Reform (Scotland) Act 2016). The stopping up and diversion of the footpath, as identified in Appendix 1, are required to ensure proper implementation of planning permission 18/0258/IC. Failure to complete the statutory process to stop up and divert the footpath will lead to the planning permission which has previously been granted not being lawfully implemented.

### Human Resources

- 6.3 There are no personnel issues associated with this report.

### Equalities and diversity

- 6.4 While the diversion of the footpath could potentially impact on disabled access, the building warrant process will ensure that equality standards are complied with.

### Repopulation

- 6.5 There are no repopulation issues associated with this report.

## **7.0 CONSULTATIONS**

7.1 The Council's Legal and Property Services and Roads Service have been consulted during the preparation of this report.

## **8.0 EMERGENCY POWERS**

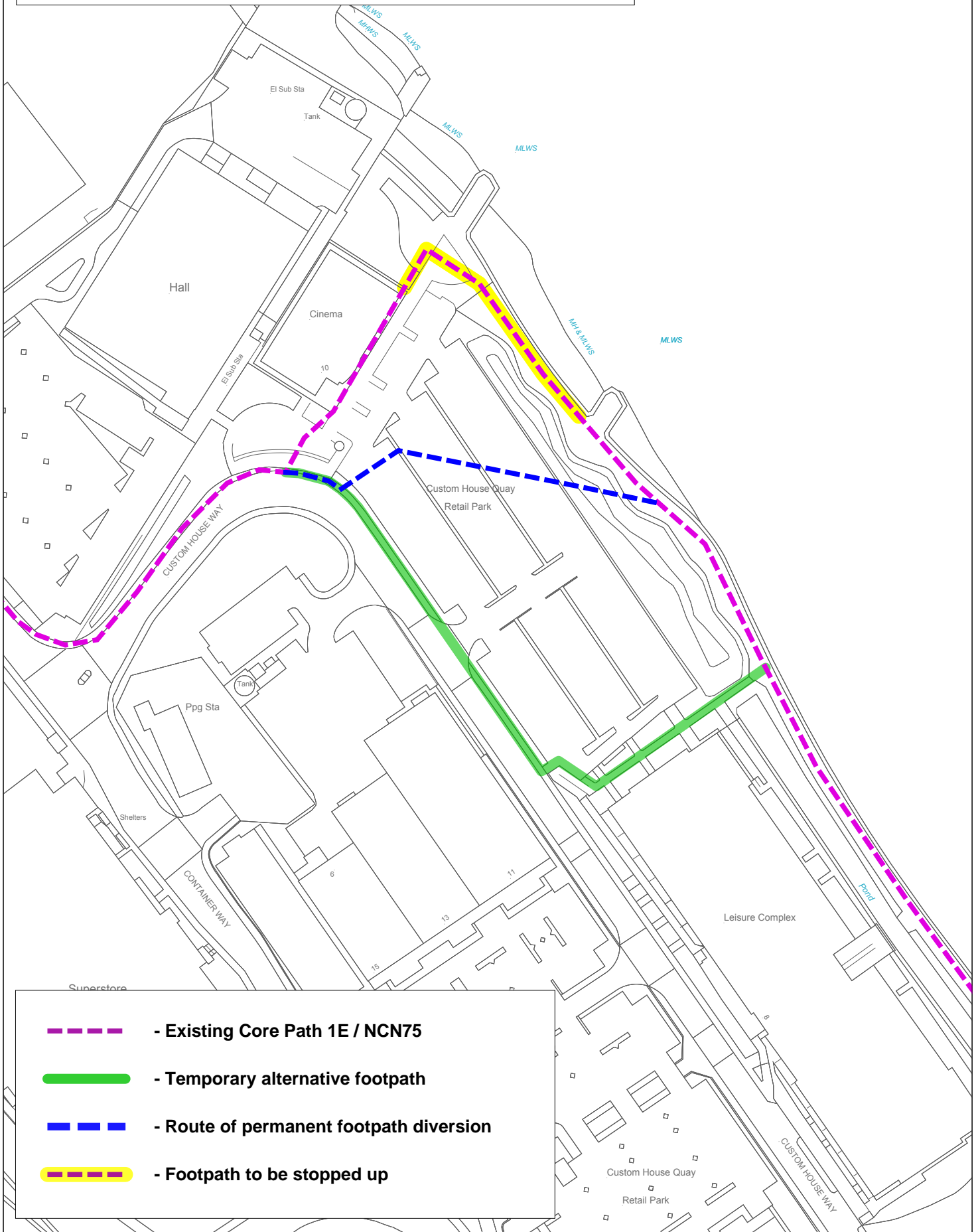
8.1 The use of emergency powers was sought on 13 June 2019 to enable the separate processes for stopping up and diverting the footpath, and amending Core Path 1E, to begin as soon as possible, in order to avoid any delays to the start of development. It should be noted that the next available Committee meeting was 29 August 2019.





8.2 Approval was received from Councillor Michael McCormick (Convener), Councillor Jim Clocherty, Councillor Christopher Curley and the Chief Executive of Inverclyde Council.

## **9.0 LIST OF BACKGROUND PAPERS**

9.1 None

# Appendix 1 - Revised Map of Footpath Diversion



-  - Existing Core Path 1E / NCN75
-  - Temporary alternative footpath
-  - Route of permanent footpath diversion
-  - Footpath to be stopped up





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<b>Report To:</b>	<b>Environment and Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>E+R/19/08/04/SJ/</b>
<b>Contact Officer:</b>	<b>Stuart Jamieson</b>	<b>Contact No:</b>	<b>712402</b>
<b>Subject:</b>	<b>Port Glasgow Industrial Estate – Support for Demolition Programme</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to seek Members' agreement for an amended policy to support selective demolitions at Port Glasgow Industrial Estate.

## 2.0 SUMMARY

- 2.1 Port Glasgow Industrial Estate is situated in the Dubbs Road area of upper Port Glasgow. The estate was constructed post second world war and became the location for a number of major employers in the 1960s and 70s.
- 2.2 In more recent times the closure of facilities has resulted in a number of buildings becoming redundant and difficult to secure. The estate still has significant employers and it is essential that any decisions made on the future of the estate recognises their importance.
- 2.3 As part of the 2018/19 budget setting process Members requested that a policy be developed to provide financial support, by way of grant intervention, to assist owners with the costs of demolition in order that the issue of redundant building in the estate can be addressed.
- 2.4 In August 2018 the Committee agreed to provide grant intervention of up to 20%, to a maximum of £30,000, for premises which had been redundant for a period of a minimum of 12 months where the owner could demonstrate that they had marketed the premises unsuccessfully for 6 months. All statutory consent requirements remained. The grant would be paid on evidence of paid invoices to the demolition contractor.
- 2.5 Despite Officers making contact with all of the interested parties on a number of occasions, uptake in the programme has been very limited with no formal agreements reached. In order to try and address any barriers to participation in the programme it is proposed to amend the intervention rates identified in paragraph 2.4 to provide grant intervention up to 50%, to a maximum of £75,000, with the remainder of the conditions remaining unchanged.

## 3.0 RECOMMENDATION

- 3.1 It is recommended that the Committee considers the report and agrees to the policy identified in paragraph 2.5.

**Stuart Jamieson**  
**Head of Service – Regeneration and Planning**

## 4.0 BACKGROUND

- 4.1 Port Glasgow Industrial Estate is a post war industrial estate situated in the Dubbs Road area of Upper Port Glasgow. Whilst the majority of the buildings are of the post war era there are a number of more modern buildings together with some of the older buildings have been subject of ongoing investment.
- 4.2 The estate was the location for a number of major employers in Port Glasgow including Playtex and North Face and is still the location of important employers such as McLaren Packaging.
- 4.3 The Local Development Plan (2014) safeguards Port Glasgow Industrial Estate as a business and industrial area, with a presumption in favour of business, general industrial, and storage/distribution uses. Acknowledging that parts of the Industrial Estate are characterised by vacant and derelict units, the Plan provides scope for other uses, which would either contribute to permanent employment generation or are clearly supportive of existing uses, to be considered in the central area (ECN1c).
- 4.4 The Local Development Plan: Proposed Plan (2018) has increased the level of protection for employment generating uses by identifying the north west and south east areas (25e) as 'Economic Mixed Use Areas'. These areas are safeguarded for business, general industrial, and storage/distribution uses, along with other uses, which would either contribute to permanent employment creation or clearly support the operation of existing businesses. Non-employment uses, which are supported by the current Local Development Plan, are not supported by the Proposed Plan. The north east area, formerly safeguarded for business and industrial uses, is allocated for 200 residential units.
- 4.5 It is estimated that the current total floor area within the industrial estate equates to approximately 803,000ft<sup>2</sup> of which approximately 324,000ft<sup>2</sup> is void.
- 4.6 Regular engagement has taken place with the owners of the vacant units regarding the future of the units however the age, size and condition of the buildings are key in any acquisition considerations.
- 4.7 Unfortunately the estate has suffered from some antisocial behaviour and, because of the size and configuration of the redundant buildings, it is difficult to maintain a security cordon.
- 4.8 As part of the 2018/19 budget setting process Members requested that a policy be developed to provide financial support, by way of grant intervention, to assist owners with the costs of demolition in order that the issue of redundant buildings in the estate can be addressed.
- 4.9 In August 2018, the Committee agreed a policy to provide grant intervention of up to 20% to a maximum of £30,000 for premises which had been redundant for a period of a minimum of 12 months where the owner could demonstrate that they have marketed the premises unsuccessfully for 6 months. All statutory consent requirements remain. The grant would be paid on evidence of paid invoices to the demolition contractor.
- 4.10 Officers made contact with all of the owners within the estate on a number of occasions to establish their up to date intentions for their buildings and consider the grant offer as part of any wider policy implications. There has been very little interest in the scheme and to date no formal offer of grants have been issued.
- 4.11 In order to try and address any barriers to participation in the programme it is proposed to amend the intervention rates previously identified to provide grant intervention up to 50%, to a maximum of £75,000, with the remainder of the conditions remaining unchanged.

## 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
PG Demolition		2019-20 2020-21	90 60		

Annually Recurring Costs/ (Savings)

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

### 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 equalities implications arising from this report.

## 6.0 CONSULTATIONS

6.1 None.

## 7.0 LIST OF BACKGROUND PAPERS

7.1 None.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Ruth Binks Corporate Director Education, Communities &amp; Organisational Development</b>	<b>Report No:</b>	<b>ENV040/19/LC</b>
<b>Contact Officer:</b>	<b>Tony McEwan, Head of Culture, Communities and Educational Resources</b>	<b>Contact No:</b>	<b>01475 712828</b>
<b>Subject:</b>	<b>Hunters Place and Kilblain Street Public Conveniences</b>		

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## **1.0 PURPOSE**

- 1.1 The purpose of this report is to seek approval from the Environment and Regeneration Committee to pilot an early closure of the Hunters Place and Kilblain Street Public Conveniences due to ongoing anti-social behaviour.

## **2.0 SUMMARY**

- 2.1 Current opening hours of the public conveniences are from 8am to 9pm, the facilities are maintained by Facilities Management staff.
- 2.2 Due to an increase in anti-social behaviour and vandalism, the Social Protection Team, Facilities Management Staff and Police Scotland recommend that a pilot is undertaken to close the facilities at 6pm in line with the closure of the Oak Mall, to establish whether this will reduce incidences of anti-social behaviour in the toilets and possibly the immediate surrounding area. The pilot will last for twelve months.

## **3.0 RECOMMENDATIONS**

- 3.1 It is recommended that the Environment and Regeneration Committee:
- approves the pilot for an early closure for Hunters Place/Kilblain Street public conveniences; and
  - agrees to a further report being submitted after 12 months evaluating the pilot.

**Ruth Binks**  
**Corporate Director Education, Communities and Organisational Development**

## 4.0 BACKGROUND

- 4.1 Facilities Management currently maintain 7 public conveniences within Inverclyde and staff are on site various times throughout the day to clean and maintain the conveniences up until 5pm in the evening. Thereafter the toilets are unmanned until they are closed by the Community Wardens at 9pm.
- 4.2 There have been ongoing issues with anti-social behaviour/vandalism in the Hunters Place/Kilblain Street public conveniences. Toilets have been set on fire, doors kicked off, etc. which has been a considerable cost to the Council. This has also caused inconvenience to the public where toilets have to be closed for days at a time until repairs are carried out.
- 4.3 A meeting took place between the Social Protection Team Leader, Facilities Management Staff and Police Scotland to try to find a resolution to the ongoing issues

## 5.0 PROPOSALS

- 5.1 A pilot is undertaken for an early closure at Hunters Place/Kilblain Street public conveniences. The facilities will close at 6pm instead of 9pm, which would coincide with the closing of the Oak Mall.
- 5.2 The proposal was raised from the meeting that took place between the Social Protection Team Leader, Facilities Management Staff and Police Scotland to try to find a resolution to the ongoing issues
- 5.3 The Police confirmed that closing the 2 facilities earlier would save them manpower time in having to carry out checks on them after 6pm.

## 6.0 IMPLICATIONS

### 6.1 Finance

#### Financial Implications:

There are no financial costs associated with the information provided in this paper.

#### One off Costs:

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

#### Annually Recurring Costs/(Savings):

#### Public Engagement Events, communications and administration costs

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

### 6.2 Legal

There are no legal implications.

### 6.3 Equalities

Has an Equality Impact Assessment been carried out?

YES (see attached appendix)

NO – There is no equality impact with this change. However, an Equality Impact Assessment will be carried out if the pilot is a success and we wish to close permanently.

### 6.4 Repopulation

N/A

### 7.0 CONSULTATIONS

7.1 N/A

### 8.0 BACKGROUND PAPERS

8.1 N/A

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<b>Report To:</b>	<b>Environment and Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>ENV037/19/KL</b>
<b>Contact Officer:</b>	<b>Kenny Lang</b>	<b>Contact No:</b>	<b>01475 715906</b>
<b>Subject:</b>	<b>Garden Waste Charges</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to advise the Committee of the introduction of charges for collection of garden waste.

## 2.0 SUMMARY

- 2.1 As part of the budget savings round it was agreed that Inverclyde Council would introduce a charge for the collection of garden waste collection in Inverclyde from the new season collection service commencing March 2020.
- 2.2 Similar charges are in place throughout a number of authorities in Scotland such as Perth and Kinross, Edinburgh City, Midlothian and Falkirk.
- 2.3 Inverclyde currently provides garden waste collections to around 22,000 properties. Based on evidence from a number of authorities, a participation rate of around 56% is achievable; this equates to around 12,300 properties.
- 2.4 The charge will be set at £30 per bin, and this would achieve a net income of £289k per annum. There will be additional costs of an admin officer to facilitate the service and additional waste disposal costs for residents who choose not to participate. These costs are factored into the overall saving.

## 3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee notes the contents of this report and the work that will be undertaken to implement the garden waste charges.

## 4.0 BACKGROUND

- 4.1 Inverclyde Council currently provides a garden waste recycling service to approximately 22,000 properties within Inverclyde. This service allows householders to recycle grass cuttings, weeds, shrub cuttings, hedge trimmings, flowers, plants, leaves and twigs via a kerbside collection using a brown wheelie bin. The service is provided between March and November.
- 4.2 The total tonnage of garden waste collected in Inverclyde in 2018/19 was 3,800. This contributes 11% to our annual recycling performance.
- 4.3 The Council will introduce a charge for garden waste collection in Inverclyde commencing March 2020. Officers have visited other authorities and it is suggested that the model used by Perth and Kinross Council would be the most beneficial as this has also been used by a number of authorities.

## 5.0 GARDEN WASTE CHARGES SERVICE OVERVIEW

- 5.1 The garden waste collection service will be set at £30 per bin. From discussions with other authorities it is anticipated that an uptake of 56% of the service is possible. Based on 22,000 households, this would equate to a customer base of 12,300 households.
- 5.2 A summary of chargeable garden waste services in Scotland is shown below

Local Authority	Charge for garden waste collection	Cost
Aberdeen City	Yes. March 2019	£30.00 for up to 2 bins
Angus	Yes	£28.40 per bin
Dundee City	Yes. March 2020	£35.00 per bin
Edinburgh City	Yes	£25.00 per year
Falkirk	Yes	£25.00 per bin
Highland	Yes	£40.00 per bin
Midlothian	Yes	£35.00 per bin from 2019
Moray	Yes. April 2019	£36.00 per bin
Perth & Kinross	Yes	£30.00 per bin

In addition to the above, a number of authorities are considering implementing charges as part of their budget savings exercise.

- 5.3 It is estimated that service changes would result in 2,120 tonnes of garden waste being recycled and 1,680 tonnes of garden waste being landfilled. The net impact on the Council's recycling performance would be a drop of approximately 5%.
- 5.4 In order to communicate the new charges a communication campaign will be implemented to inform customers within Inverclyde of the new service. A sample of a proposed letter to be issued to residents is attached at Appendix 1.
- 5.5 This communication will be reinforced by a comprehensive social media campaign, information on the Council's website, local newspapers, and flyers.
- 5.6 The amended service will be administered by a new clerical grade C member of staff.



- 5.7 A short life working group has been set up to develop the service strategy covering service logistics, planning, charging methods, permitting, auditing and control. A list of frequently asked questions will also be developed to provide more information to specific queries and this will be posted on the Council's Website.
- 5.8 The service will also include commercial premises currently on the Council's commercial waste collection service. The charge will be based on the proportion of bin size used by the premises. For example, the standard brown bin is 240 litres and a large Euro style bin is 1,280 litres, therefore the charge would be £160 per season.
- 5.9 A common question is that of permitting and it is proposed that customers will be issued a non-transferable garden waste permit. This permit will be attached to the brown bin(s) to be uplifted. Only bins displaying the permit will be uplifted. An example from Perth and Kinross Council is shown in Appendix 2.
- 5.10 Householders who choose not to participate in the scheme and wish to recycle garden waste can do so at the recycling centres located at Pottery Street or Kirn Drive. Alternatively, garden waste can be recycled at home by composting. Residents will retain their existing container should they wish to participate in the service at a later date. Alternatively we would offer residents the option to return containers to Pottery Street.
- 5.12 The timescale for the new chargeable garden waste service is shown in Appendix 3.

## 6.0 IMPLICATIONS

### 6.1 Finance

#### One off Costs

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

#### Annually recurring Costs (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
Waste Strategy (01573)	Fees and Charges	March 2020	(370)		
Waste Strategy (01573)	Composting	March 2020	(56)		
Refuse Transfer Station (00554)	Residual Waste	March 2020	163		
Waste Strategy (01573)	Employee Costs	Oct 20	26		

## 6.2 **Legal**

This report does not impact on Legal.

## 6.3 **Human Resources**

A new clerical grade C will be created within Environmental Services.

## 6.4 **Equalities**

This report does not impact on Equalities.

## 6.5 **Repopulation**

This report does not impact on Repopulation.

## 7.0 **BACKGROUND PAPERS**

7.1 None.

Enquiries to:  
Telephone:  
E-mail:  
Our Ref:  
Your Ref:  
Date:

Municipal Buildings  
Clyde Square  
Greenock  
PA15 1LY

Dear Resident,

### **Garden Waste Permit 2020**

Garden waste permits are now available to be purchased for 2020. You can pay for a garden waste permit online by visiting <https://www.inverclyde.gov.uk/pay-it-online>.

Should you wish to recycle garden waste you will need to display a valid 2020 garden waste permit on your brown bin(s) from Monday 16 March 2020.

The 2020 Garden Waste Permit is valid from 16 March 2020 – 20 November 2020 and the cost is £30.00 per bin.

Purchasing a permit before Monday 2 March 2020 will ensure you don't miss any collections, as after this date we cannot guarantee you will have the permit in time for the new service start date.

Residents requiring assistance to purchase a permit should phone the Council's Customer Service Centre on 01475 717171 and you will need a credit or debit card to make payment. Cash payments are accepted at Customer Service Centre, Municipal Buildings, Clyde Square, Greenock, PA15 1LY.

Full details of the chargeable garden waste service along with the Terms and Conditions and a list of Frequently Asked Questions can be found at

<https://www.inverclyde.gov.uk/environment/recycling-and-waste-services>.

Householders who choose not to participate in the scheme and wish to recycle garden waste can do so at the recycling centres located at Pottery Street or Kirn Drive / Craigmuschat Quarry. Alternatively garden waste can be recycled at home by composting.

Yours faithfully


## APPENDIX 2

Return Address: The Environment Service,  
Perth & Kinross Council, Pullar House, 35 Kinnoull Street, PERTH, PH1 5GD

Delivered by



House name  
House number street name  
Town  
Postcode



12345678



## IMPORTANT INFORMATION ABOUT YOUR WASTE COLLECTIONS



[www.pkc.gov.uk/gardenwaste](http://www.pkc.gov.uk/gardenwaste)

Customer UPRN

123400000000000000

Service Address

12 Street Name

Town

City

AB1 2CD



12345678

REPLACEMENT n



PERTH &  
KINROSS  
COUNCIL



Chargeable Garden Waste Collection Service

2018/19

Valid until 31st March 2019

First line of address



This sticker should be attached to your brown bin on the back of your bin (handle side) as shown in the picture.

The surface of the bin must be clean and dry before applying the sticker.

If a brown bin is presented containing garden waste after 1 April 2018 without a valid permit, it will not be emptied.

This service is provided subject to the Council's Terms and Conditions which are available on the Council's website along with further information about the Garden Waste Collection Service: [www.pkc.gov.uk/gardenwaste](http://www.pkc.gov.uk/gardenwaste)



**Delayed Office Opening  
for Employee Training**

*This office will be closed from  
8.45 am - 11.00 am on the first  
Thursday of each month.*



**Environmental & Consumer Services**  
Head of Service **Willie Young**

Pullar House, 35 Kinnoull Street,  
PERTH, PH1 5GD

Contact Customer Service Centre  
Tel 01738 476476  
[www.pkc.gov.uk](http://www.pkc.gov.uk)

Our ref D1.8

Your ref

Date

Dear Resident

Thank you for subscribing to Perth & Kinross Council's Garden Waste Collection Service. We enclose the permit sticker for your brown bin.

Please carefully follow the instructions on the back of the sticker to fix it to your bin. The sticker needs to be clearly visible so that the bin crew will see it.

The permit is valid from 1 April 2018 to 31 March 2019. Your scheduled collection days will stay the same; brown bins will continue to be collected fortnightly except over the Christmas and New Year period where one collection is suspended. To check your bin collection day, please visit **[www.pkc.gov.uk/bindates](http://www.pkc.gov.uk/bindates)**

Terms and Conditions are available on the Council's website along with more information about the Garden Waste Collection Service: **[www.pkc.gov.uk/gardenwaste](http://www.pkc.gov.uk/gardenwaste)**

In particular, please note:

- *We will only empty brown bins containing garden waste if a valid permit is displayed. Permits are non-transferable, and only valid when presented at the address printed on the permit. The Council will not empty a bin if it is moved to another property.*
- *Please report any missed collections via **[my.pkc.gov.uk](http://my.pkc.gov.uk)** or by contacting our Customer Service Centre on 01738 476476. Leave your bin at the kerbside for 48 hours after your usual collection time and we will aim to return to empty it.*
- *You are responsible for the security of your wheeled bin. If your bin is lost, stolen or damaged, you can order a replacement bin by emailing **[recycle@pkc.gov.uk](mailto:recycle@pkc.gov.uk)** or calling 01738 476476. You can order a replacement permit at no additional charge online at **[my.pkc.gov.uk](http://my.pkc.gov.uk)***

For further information, please visit **[www.pkc.gov.uk/gardenwaste](http://www.pkc.gov.uk/gardenwaste)** or email **[recycle@pkc.gov.uk](mailto:recycle@pkc.gov.uk)** or call 01738 476476.

Yours faithfully

*Community Waste Team*

**The Environment Service**  
Executive Director (Environment) **Barbara Renton**



## With your permit you can continue to recycle the following:

### Cooked and Uncooked Food Waste

- Dairy and eggs (including shells)
- Meat, fish and bones
- Teabags and coffee grounds
- Fruit, vegetables and peelings
- Bread, cakes and pastries
- Rice, pasta and cereal

### Garden Waste

- Grass cuttings
- Leaves
- Weeds and clippings
- Small twigs and branches
- Sawdust, bark and hay
- Cut flowers and houseplants

## Bin Presentation Information

For a copy of the Waste and Recycling Policy or a full list of Terms and Conditions visit [www.pkc.gov.uk/gardenwaste](http://www.pkc.gov.uk/gardenwaste)

- On collection day, place your bin out for collection before 7.30 am. Please make sure the handle faces the road and the permit sticker is clearly visible.
- All garden waste must be in the bin and the lid closed. Do not use plastic bags - garden waste must be put into a brown bin loose. Do not leave any waste at the side or on top of your bin.
- Your garden waste collection day will remain the same. If there are any changes to uplift days, the Council will write to all properties with good notice and information.
- The householder is responsible for the waste and recycling contained in their brown bin and will be required to make arrangements to remove any contamination identified. The Council may levy an additional charge to the customer requesting an uplift of contaminated bins (as general waste).
- Brown bins which are considered by a collection crew to be too heavy for safe handling will not be emptied. The householders should correct the issue with the bin and present it on their next scheduled brown bin collection day.





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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration &amp; Resources</b>	<b>Report No:</b>	<b>ENV042/19/MM</b>
<b>Contact Officer:</b>	<b>Martin McNab</b>	<b>Contact No:</b>	<b>01475 714246</b>
<b>Subject:</b>	<b>Keep Scotland Beautiful</b>		

---

## 1.0 PURPOSE

- 1.1 This report addresses an outstanding remit from the Committee to submit a report endorsing and adopting the objectives and values of Keep Scotland Beautiful.

## 2.0 SUMMARY

- 2.1 Keep Scotland Beautiful (KSB) is a charity that campaigns, acts and educates on a range of local, national and global issues to change behaviour and improve the quality of people's lives and the places they care for. In this role they broadly mirror the aims and objectives of Keep Britain Tidy, a charity operating in the rest of the UK. KSB's vision is of "A clean, green sustainable Scotland where people are engaged positively and empowered to take action on local, national and global sustainability issues in order to achieve positive change in behaviour and improve quality of life."
- 2.2 Inverclyde Council pays an annual fee to KSB for support in the Local Environmental Audit and Management System (LEAMS). This is an auditing and benchmarking system which all Scottish Local Authorities participate in. In addition to carrying out an independent audit of street cleanliness in Inverclyde KSB provides a number of other services as detailed in section 5.
- 2.3 As well as supporting the Council with the LEAMS system KSB provides a number of other campaigns which both Inverclyde Council and local community groups can participate in. A number of these may be useful in future partnership working between the Council and local groups and volunteers.

## 3.0 RECOMMENDATIONS

- 3.1 That the Committee endorses the values of Keep Scotland Beautiful as reflected in the organisation's vision and Inverclyde Council working in partnership with local communities to promote that vision in Inverclyde.

**Martin McNab**  
**Head of Environmental & Public Protection**

## **4.0 BACKGROUND**

- 4.1 Keep Scotland Beautiful is a national environmental charity focusing on the condition of the natural and urban environment in Scotland and on sustainability. A similar role is taken in the rest of the UK by the Keep Britain Tidy charity which does not operate in Scotland.
- 4.2 The May 2019 Environment & Regeneration Committee requested a report on endorsing and adopting the objectives and values of Keep Scotland Beautiful. Inverclyde Council uses the services of Keep Scotland Beautiful for the Local Environmental Audit & Management System and indeed worked as a pilot authority for the current system.
- 4.3 Separately a number of community groups work with KSB and there are opportunities for other groups to become involved in KSB initiatives. There may also be opportunities in future for the Council to make more use of KSB campaigns particularly given the difficult financial position the Council faces.

## **5.0 THE LEAMS SYSTEM**

- 5.1 Keep Scotland Beautiful provide the secretariat of the national street cleansing indicator. In this role they carry out one of the three annual audits of the cleanliness of streets, the other two being carried out internally. In 2018 Inverclyde worked with KSB in testing the new Litter Monitoring System process and are one of the pathfinder authorities for testing and developing KSBs Fly Mapper program.
- 5.2 As part of the LEAMS process KSB provide training for staff carrying out internal audits and places for local authorities at the annual national LEAMS seminar. As well as providing a national benchmarking report on the LEAMS system KSB provide an end of year report to each member authority. In 2018-19 Inverclyde Council's membership fee to KSB was just under £5K.

## **6.0 OTHER SERVICES & CAMPAIGNS**

- 6.1 As well as supporting local authorities with the LEAMS system KSB runs a number of initiatives and programmes supporting both councils and communities in improving the local and global environment. These include Clean Up Scotland – a national annual spring clean which communities and voluntary groups can participate in. KSB also runs the Eco-Schools initiative which a number of schools in Inverclyde have participated in in recent years.
- 6.2 More recent campaigns by KSB have included the “Give your litter a lift, take it home” national roadside litter campaign. KSB also supports the dumb dumpers helpline which provides intelligence to local authorities on fly tipping. A more recent campaign is the “Upstream Battle” which aims to reduce the amount of litter getting into the marine environment via rivers. Locally Belville Community Garden has recently participated in this initiative.

## **7.0 FUTURE CHALLENGES**

- 7.1 There may in future be a need to develop new ways of addressing the problems of litter and environmental incivilities across Inverclyde. The Council has already worked closely with a number of community litter picks and clean up groups, for example the Friends of Coves, and there will be a need to build on this community capacity for areas such as this. There is a need to look at new ways that the Council can support such groups, for example by the provision of equipment and training. As well as supporting existing groups in future the Council may explore opportunities with other organisations, for example community councils, in identifying other areas which could benefit from such a scheme and in building capacity.
- 7.2 There may also be benefit in looking at schemes to support individuals with an interest in maintaining the condition of their local environment. KSB currently promotes a “#2minutecleanup” promoting quick and regular individual litter picks. These are obviously most suitable for residential rather than town centre areas but promotion of initiatives such as this or possibly a more structured volunteer litter warden scheme enables the street cleaning

service to focus more effort on town centres. In the town centres and in other industrial and commercial areas there may also be opportunities to work with local businesses which are interested in improving the local environment.

7.3 The overall condition of the local environment may be helped by future initiatives such as the proposed plastic bottle deposit scheme. There will always be a challenge in maintaining the standard of streets and open spaces however. Where there are examples of good practice in community involvement across the UK officers will continue to assess whether they might be worthy of adoption in Inverclyde and will bring forward proposals as appropriate.

## 8.0 IMPLICATIONS

### 8.1 Financial

None

Financial Implications - One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend	Virement From	Other Comments

Financial Implications - Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if applicable)	Other Comments

### 8.2 Human Resources

None

### 8.3 Legal

None

### 8.4 Equalities

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.

### 8.5 Repopulation

None

## **9.0 CONSULTATIONS**

9.1 None

## **10.0 LIST OF BACKGROUND PAPERS**

10.1 None

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<b>Report To:</b>	<b>Environment and Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>ENV043/19/MM</b>
<b>Contact Officer:</b>	<b>Martin McNab</b>	<b>Contact No:</b>	<b>01475 714246</b>
<b>Subject:</b>	<b>Withdrawal From the European Union - Update</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to update the Committee on actions taken to mitigate the potential risks arising from EU withdrawal including a 'no deal' Brexit.

## 2.0 SUMMARY

- 2.1 Members will be aware that the current date of EU withdrawal is 31 October 2019. The risks arising from EU withdrawal and specifically from a no-deal EU exit remain largely unchanged from those pertaining in March 2018.
- 2.2 Officers are reviewing Inverclyde's readiness for a no-deal EU exit in light of this and in relation to updates from partners including COSLA, the Scottish Government and the Scottish Resilience Partnership (SRP). At the time of writing this report officers are also reviewing Inverclyde Council's position in relation to Audit Scotland's Preparedness criteria.
- 2.3 The Council's Crisis & Resilience Management Team (CRMT) has met to discuss Inverclyde's preparedness and will continue to do so in the run up to 31 October. Members will be updated as appropriate in the run-up to 31 October.

## 3.0 RECOMMENDATION

- 3.1 That Members note the contents of this report.

**Martin McNab**  
**Head of Environmental & Public Protection**

## **4.0 BACKGROUND**

- 4.1 Following the extension of the UK's membership of the EU to 31 October 2019 in May this year preparations for EU withdrawal both nationally and at UK level were largely put on hold. There have been exceptions to this in certain regulatory areas where the impact of a "no deal" Brexit would be potentially catastrophic for exporters. At a Scottish level the seafood industry is a particular case in point. Inverclyde Council has kept a watching brief on the arrangements being proposed for the certification of exports although the impact on businesses in Inverclyde is likely to be minimal.
- 4.2 With the revised EU withdrawal date now coming closer preparations have resumed both within Inverclyde and with multi-agency partners to mitigate the impact of a possible 'no deal' Brexit. These preparations remain centred around the Reasonable Worst Case Scenarios (RWCS) envisaged in both the UK and Scottish planning assumptions. At present these remain as they were in April this year albeit the six month delay will alter the risks in different sectors.
- 4.3 Audit Scotland produced a report on this issue in October 2018 called "Withdrawal from the European Union – Key audit issues for the Scottish public sector". This report poses a number of key questions for Scottish public authorities to answer on preparedness for EU withdrawal both in a 'no deal' and more orderly scenario. Inverclyde Council's position with respect to the preparedness criteria was reported to the Committee in March and is currently under review by the Council's CRMT.

## **5.0 PLANNING FOR A 'NO DEAL' EXIT**

- 5.1 Planning has resumed in earnest both within Inverclyde and nationally to deal with the possibility of a 'no deal' Brexit. The corporate arrangements for this remain as reported to the Committee in March 2019. Members may be aware that the UK Government has been pressing for the appointment of a "Brexit Lead Officer" in each local authority. In officers' opinion the arrangements reported to the Committee in March this year with a tactical and strategic lead meet these requirements. Should there be a need for a single Brexit lead this role would be taken by the strategic lead. Officers are also aware that a small number of Scottish authorities are recruiting specific officers to take on this role. This is not currently under consideration in Inverclyde. Members should also note that COSLA is recruiting a Local Authority EU-Exit Planning Co-ordinator to assist in planning and co-ordination. The post is funded by a contribution from each LA's Brexit funding.
- 5.2 The Council's Resilience Management Team (CRMT) has met in August to revisit the issues raised by the UK and Scottish Planning Assumptions for a 'no deal' Brexit. These are based upon a "Reasonable Worst Case Scenario" and the CRMT has looked afresh at each and the implications for Inverclyde. The CRMT has also reviewed the Council's preparedness based upon the LA readiness dashboard and will contribute to the Local Resilience Partnership's (LRP) multi-agency EU Exit planning.
- 5.3 A number of documents are currently being reviewed and updated under the auspices of the Scottish Resilience Partnership (SRP) sub-group on EU Exit Contingency Planning. These include:
- The Local Resilience Partnership preparedness checklist
  - The Risk & Mitigation document
  - The Multi-Agency Brexit Contingency Plan

The CRMT will continue to meet as appropriate in the run up to 31 October to discuss all of the outputs from this group and any action arising for Inverclyde.

## **6.0 AUDIT SCOTLAND PREPAREDNESS**

- 6.1 Members will recall that the March 2018 report updated the Committee on the Council's status with regard to the Audit Scotland Preparedness criteria. Since that meeting the Council's Tactical Brexit lead has met with the external auditor to discuss Inverclyde's position with respect to the preparedness criteria. This will be kept under review in CRMT meetings.

## 7.0 IMPLICATIONS

### 7.1 Finance

There are no immediate financial implications arising from this report.

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	Other Comments
N/A					

### 7.2 Legal

There are no immediate legal issues arising from this report.

### 7.3 Human Resources

There are no immediate HR issues arising from this report.

### 7.4 Equalities

Has an Equality Impact Assessment been carried out?

	YES (see attached appendix)
X	NO - This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

### 7.5 Repopulation

There are no impacts on repopulation arising from this report.

## 8.0 CONSULTATIONS

8.1 None

## 9.0 BACKGROUND PAPERS

9.1 Withdrawal From the European Union, Environment & Regeneration Committee March 2018  
ENV018/19/MM

**Report To:** Environment & Regeneration Committee **Date:** 29 August 2019

**Report By:** Corporate Director Environment, Regeneration & Resources **Report No:** ERC/RT/GMcF/18.604

**Contact Officer:** Gail MacFarlane **Contact No:** 01475 714800

**Subject:** Traffic Calming Policy Review

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## **1.0 PURPOSE**

1.1 The purpose of the report is to provide an update on the review of the Traffic Calming Policy which was adopted in August 2017.

## **2.0 SUMMARY**

2.1 The current Traffic Calming Policy was approved at the Environment & Regeneration Committee on 31 August 2017.

2.2 Since its adoption the policy has been used to assess and prioritise requests for traffic calming.

2.3 Following an assessment of numerous sites for traffic calming requests in 2018, two sites were chosen for action. During the consultation stage objections were received and heard by this Committee.

2.4 One of the objections related to the extent of a traffic calming scheme and as a result a review of the policy was requested.

2.5 Following this request an All Members' Briefing was held to discuss the current traffic calming policy. This gave Members an opportunity to clarify the policy and to consider any further points raised.

2.6 As a result of the review no changes are proposed to the traffic calming policy which will continue to be used to assess and prioritise traffic calming requests.

## **3.0 RECOMMENDATION**

3.1 That the Committee notes that no changes are proposed to the Traffic Calming Policy.

**Gail MacFarlane**  
**Head of Roads and Transportation**



## 4.0 BACKGROUND

- 4.1 The current Traffic Calming Policy was approved at the Environment & Regeneration Committee on 31 August 2017. Appendix 1
- 4.2 Since its adoption the policy has been used to assess and prioritise requests for traffic calming.
- 4.3 Following an assessment of numerous sites for traffic calming requests in 2018, two sites were chosen for action. During the consultation stage objections were received and heard by this Committee.
- 4.4 One of the objections related to the extent of traffic calming schemes and as a result a review of the policy be undertaken was requested.
- 4.5 Following this request an All Members' Briefing was held to discuss the current traffic calming policy. This gave Members an opportunity to ask clarify Officers questions regarding the policy and for Officers to consider any further points raised.
- 4.6 As a result of the review no changes are proposed to the traffic calming policy which will continue to be used to assess and prioritise as it is fit for purpose and is a reasonable approach to dealing with all traffic calming requests received.

## 5.0 IMPLICATIONS

### Finance

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

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
			£0		

### 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 equality issues arising from this report.

### Repopulation

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

## 6.0 CONSULTATIONS

- 6.1 The Head of Legal and Property Services and the Chief Financial Officer have been consulted on this report.

## 7.0 LIST OF BACKGROUND PAPERS

- 7.1 None.

**Inverclyde Council – Environmental & Commercial Services**  
**Traffic Calming Policy (August 2017)**

***Guidelines for Initial Selection***

1. There are a range of circumstances where traffic calming would be considered appropriate. There is, therefore, no single threshold figure, but a series of factors which increase the justification for a scheme. Priority should be given to sites which either have a particularly acute problem, or which can be objectively assessed as measurable parameters.
2. Measurable parameters
  - i. Accidents involving injury to pedestrians or cyclists should remain a significant factor. Other accidents involving injuries and those involving damage only to vehicles should also be considered, but with a lesser weighting.
  - ii. The measured speed of vehicles at the site under consideration is also significant. Such observations are commonly expressed as the 85<sup>th</sup> percentile speed, which is the speed exceeded only by the fastest 15% of vehicles.
  - iii. There is also a case for traffic calming where vulnerable people are likely to cross the road such as near nursery school, primary schools, playgrounds, elderly lunch clubs, shops, etc.
  - iv. Both volume of traffic and the amount of 'Rat Run' traffic in residential areas can cause concern to local people. In this context, 'Rat Run' traffic comprises traffic which does not require access to addresses in the immediate vicinity but uses the road as a short cut. Such traffic can often take an alternative route.
3. When a request for traffic calming is received the set parameters in 2(i) to (iv) above are determined for the area in question. If they match or exceed any of the following they will be considered further and prioritised as indicated in Section 5 below.
4. Parameters:
  - i. Two or more vulnerable road user injury accidents per three years through the length of the proposed scheme.
  - ii. The observed 85th percentile speed as at or above the speed limit on the road in question.
  - iii. The length of road of the proposed scheme is directly associated with pedestrian movements from a facility such as a school, hospital, nursing home, etc.
  - iv. The through traffic in both directions exceeds 180 vehicles in the peak hour.

## Prioritisation of Sites

5. After the initial section of sites as indicated in the Initial Selection Process above the points system below will be used to prioritise scheme meeting the justification criteria. Points will be allocated under the following headings:

- Accidents
- Speed
- Location/ Type of vulnerable facilities
- Volume of traffic
- Width of road

### Criterion Range Priority Factor

		<b>Points</b>
<b>Vehicle speed (85th percentile)</b> <i>Assessment criteria</i> (mph above speed limit)	1-5 above	10
	6-10 above	15
	>10 above	20
<b>Accident level, vehicle occupants</b> (personal injury accidents/km over 3 year study period)	fatal	x6
	serious	x4
	slight	x2
	non-injury	x1
<b>Accident level, vulnerable road users</b> (personal injury accidents/km over 3 year study period)	fatal	x7
	serious	x5
	slight	x3
<b>Pedestrian generators</b>  (this list is not exhaustive)	school entrances	6
	shops	3
	bus stops	3
	community centres	3
	hospital/ medical centres	3
	elderly, nursing homes	3
	hospitals	3
	elderly lunch clubs, nurseries, play groups	3
play park	3	
<b>Vehicle Flow</b> vehicles/hour (per 100 vehicles for peak hours)	per 100	1
	Over 1000	10
<b>Crossing width</b> (widths above 5.5m)	5.6m-8.5m	3
	>8.5m	5

6. The priority ratings achieved from the above criteria will take account of local knowledge and concerns, engineering judgement and expected best value regarding the particular concern.
7. For the sites being considered the priority ratings achieved from each of the criteria will be summed and the sites prioritised.

8. Due to the limited finance available to the Service it is proposed the traffic calming/ traffic management schemes will only be considered for those sites obtaining the highest priority from the summation of each of the above criteria. It is also proposed, as necessary, that any other remedial measures will be investigated for those sites with lower priority ratings.

**Notes:**

Traffic Calming takes different forms. It can be simple methods such as signing and lining or more complex physical measures such as changes to the vertical and horizontal alignment of the road. The majority of vertical and horizontal traffic calming measures require a consultation process with Police Scotland, Strathclyde Fire and Rescue, Scottish Ambulance Service and road users affected by the proposals. The consultation process follows a similar process to Traffic Regulation Orders.

On A and B class roads and other distributor roads that vertical and horizontal features are not likely to be appropriate, and that the use of signs, road markings, and vehicle actuated speed signs to encourage road users to reduce their speed will be adopted on such roads.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>ENV041/19/GM</b>
<b>Contact Officer:</b>	<b>Gail Macfarlane</b>	<b>Contact No:</b>	<b>01475 712038</b>
<b>Subject:</b>	<b>Car Parking Charging Proposals</b>		

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## 1.0 PURPOSE

- 1.1 It is proposed to increase parking income by introducing charging within town centre car parks that are currently free.

This report sets out the proposed charging regime and key dates for implementation.

## 2.0 SUMMARY

- 2.1 The Council has set a balanced budget for financial year 2019/20 and included within this is increased off street parking income of £100,000.

Managing the provision of car parking and increasing turnover is a recognised tool to improve access to town centre businesses and facilities, support the economy and reduce frustration for visitors. An effective charging policy deters long stay parking close to town centres and frees up space for short stay parking which is helpful to customers and is economically more advantageous.

- 2.2 It is proposed to introduce parking charges within the following car parks:

<b>Location</b>	<b>Number of Spaces</b>
• Kempock Street East, Gourock	120
• Kempock Street West, Gourock	45
• Shore Street, Port Glasgow	155
• Fore Street, Port Glasgow	110
• Princes Street, Port Glasgow	64
• Lochwinnoch Road, Kilmacolm	59

Total number of spaces is 553 (includes 33 disabled parking spaces).

The car parks identified are in the walking proximity of the town centre and charging will encourage turnover and improve access to businesses and facilities.

- 2.3 The following charging regime is proposed:

Vehicles will be permitted to park for up to 3hrs free of charge and this will increase to £2/day if vehicles wish to park for longer than 3 hours.

Where car parks are in residential areas and residents have no other parking available they will be able to apply for a resident's permit. Currently these are free and permit the holder to park for longer than the time restrictions and free of charge in charged car parks.

It is anticipated that approximately 20% of the available spaces will be used by permit holders with 50% occupancy paying £2/day for 50 weeks a year, 5 days a week.

$$= £2 \times 50\text{weeks} \times 5\text{days} \times 400\text{spaces} \times 50\% = \mathbf{£100,000 / year}$$

The charges will be in place from Monday to Friday.

2.4 The proposed implementation timeline is as follows:

Promote Traffic Regulation Order (which includes public consultation)	September 2019
Installation of meters and signs	March 2020
Commence charging	April 2020

### **3.0 RECOMMENDATIONS**

3.1 It is recommended that the Committee approves:

- the promotion of a Traffic Regulation Order to introduce parking charging within the identified town centre car parks.

**Gail Macfarlane**  
**Shared Head of Service**

#### 4.0 BACKGROUND

4.1 The Council is required to set a balanced budget for the financial year ahead. One of the budget savings included for the financial year 2019/20 is to increase income from the introduction of car park charging within town centre car parks that are owned by the Council and are currently free.

Charging currently exists in a number of car parks within the local authority area. The existing car parks are identified in 5.0 below with the current income and occupancy rates.

4.2 A public consultation was carried out in 2018 in relation to budget savings. 41% of those responding agreed with the proposal to introduce car park charging.

#### 5.0 CURRENT POSITION

5.1 The Council currently charges in 10 town centre car parks.

5.2 The following table details the income etc. received by the Council:

Car Park	Total Annual Charge	Number of charged spaces	Occupancy Rate	Charge
Roslin St	£2,628.08	20	25%	£2/day
West Stewart St	£9,087.26	22	79%	£2/day
Station Ave East	£7,193.68	26	43%	£2/day
Station Ave West	£7,272.46	17	79%	£2/day
Bullring	£34,177.26	91	72%	£2/day
Cathcart St East	£6,967.20	30	77%	£2/day
Hastie Street	£15,765.36	47	65%	£2/day
Dalrymple St	£18,205.72	37	95%	£2/day
Station Rd North Gourock (charged 6 days a week)	£12,475.06	19	105% (people have paid more than £2 a day)	£2/day
Station Rd South Gourock (charged 6 days a week)	£2,654.60	12	35%	£2/day
<b>Total</b>	<b>£116,426.68</b>	<b>321</b>	<b>67.5%</b> (average)	

5.3 It is proposed to introduce parking charges within the following town centre car parks:

Location	Number of Spaces
• Kempock Street East, Gourock	120
• Kempock Street West, Gourock	45
• Shore Street, Port Glasgow	155
• Fore Street, Port Glasgow	110
• Princes Street, Port Glasgow	64
• Lochwinnoch Road, Kilmacolm	59

Total number of spaces is 553 (includes 33 disabled parking spaces).

5.4 The following charging regime is proposed:

Vehicles will be permitted to park for up to 3hrs free of charge and this will increase to £2/day if vehicles wish to park for longer than 3 hours.

Where car parks are in residential areas and residents have no other parking available they will be able to apply for a resident's permit. Currently these are free and permit the holder to park for longer than the time restrictions and free of charge in charged car parks.

It is anticipated that approximately 20% of the available spaces will be used by permit holders with 50% occupancy paying £2/day for 50 weeks a year, 5 days a week.

$$= £2 \times 50\text{weeks} \times 5\text{days} \times 400\text{spaces} \times 50\% = \mathbf{£100,000 / year}$$

The charges will be in place from Monday to Friday.

## 6.0 IMPLICATIONS

### Finance

6.1 Increased income off set by savings proposals.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
	Parking	19/20	29,400		Capital cost for pay and display machines and signage.
	Parking revenue	2020/21	5,000		Residents' Parking Permits Set Up

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
	Parking	19/20	29,400		Capital cost for pay and display machines and signage.
	Parking revenue	2020/21	5,000		Residents' Parking Permits Set Up

### Legal

6.2 The introduction of car park charging requires the promotion of a Traffic Regulation Order. This is a legal process and members of the public have the opportunity to object.

### Human Resources

6.3 There are no HR issues as enforcement will be carried out by existing Community Wardens.



## **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 The Chief Financial Officer, Head of Legal & Property Services, and the Corporate Procurement Manager have been consulted on the contents of this report.

## **8.0 LIST OF BACKGROUND PAPERS**

8.1 None.

<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration &amp; Resources</b>	<b>Report No:</b>	<b>ERC/ENV/GMcF/18.602</b>
<b>Contact Officer:</b>	<b>Steven Walker</b>	<b>Contact No:</b>	<b>714828</b>
<b>Subject:</b>	<b>RAMP Lighting Column Replacement 2019/20 - Delegated Authority for Contract Award</b>		

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## **1.0 PURPOSE**

- 1.1 The purpose of this report is to seek approval to grant delegated authority to the Head of Legal and Property Services to award a tender for RAMP Lighting Column Replacement 2019/20.

## **2.0 SUMMARY**

- 2.1 £648k funding has been allocated for RAMP Lighting improvements for 2019/20. This is in respect of a programme of lighting column replacements throughout the Inverclyde Council road network.
- 2.2 It is proposed to procure lighting column replacement works through an external contract advertised via Public Contracts Scotland, with an estimated tender value of around £600k. Contract Standing Order 17.3(ii) states that tenders, where the total estimated value or amount exceeds £500,000, may only be accepted on behalf of the Council by the Head of Legal & Property Services with authority from the appropriate Committee.
- 2.3 The tender period is provisionally programmed for August/September 2019 and the estimated award date is October 2019; with a desire to permit the earliest possible site start during 2019/20, anticipated to be November 2019, it is requested that the Committee delegates authority to the Head of Legal & Property Services to accept the most economically advantageous tender on behalf of the Council.

## **3.0 RECOMMENDATIONS**

- 3.1 It is recommended that Committee grants delegated authority to the Head of Legal & Property Services to accept the most economically advantageous tender provided the cost is within the budget allocation for the project RAMP Lighting Column Replacement 2019/20.

**Gail McFarlane**  
**Head of Service – Roads & Transportation**

## 4.0 BACKGROUND

- 4.1 £648k funding has been allocated for RAMP Lighting improvements for 2019/20. This is in respect of a programme of lighting column replacements, throughout the Inverclyde Council road network.
- 4.2 It is proposed to procure lighting column replacement works through an external contract advertised via Public Contracts Scotland, with an estimated tender value of around £600k. Contract Standing Order 17.3(ii) states that tenders, where the total estimated value or amount exceeds £500,000, may only be accepted on behalf of the Council by the Head of Legal & Property Services with authority from the appropriate Committee.
- 4.3 The tender period is provisionally programmed for August/September 2019 and the estimated award date is October 2019; with a desire to permit the earliest possible site start during 2019/20, anticipated to be November 2019, it is requested that the Committee delegates authority to the Head of Legal & Property Services to accept the most economically advantageous tender on behalf of the Council.

## 5.0 PROPOSALS

- 5.1 A tender for the RAMP Lighting Column Replacement 2019/20 contract will be advertised August/September 2019. Effective, full, and timely use of RAMP funding for 2019/20 is likely to be impacted if the contract award is delayed pending approval at the next available Environment & Regeneration Committee in late October 2019.
- 5.2 It is proposed that delegated authority for the award of the contract, estimated for October 2019, be granted to the Head of Legal & Property Services.

## 6.0 IMPLICATIONS

### 6.1 Finance

Effective, full, and timely use of RAMP funding for 2019/20 is likely to be impacted if the contract award is delayed pending approval at the next available Environment & Regeneration Committee in late October 2019.

#### One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed spend this report (£000s)	Virement from	Other comments
RAMP	Lighting	2019/20	600	n/a	Contained within existing budget allocation.

#### 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 specific HR implications arising from this report.

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## **Equalities**

- 6.4 As this report does not involve a new policy or a new strategy, there are no equalities issues arising.

## **Repopulation**

- 6.5 The improvement in the condition of the road lighting network will assist the encouragement of inward investment.

## **7.0 CONSULTATIONS**

- 7.1 The Chief Financial Officer, Head of Legal & Property Services and the Corporate Procurement Manager have been consulted on the contents of this report.

## **8.0 LIST OF BACKGROUND PAPERS**

- 8.1 None.

**Report To:** Environment & Regeneration Committee      **Date:** 29 August 2019

**Report By:** Corporate Director Environment,  
Regeneration & Resources      **Report No:** ERC/RT/GMcF/18.603

**Contact Officer:** Gail MacFarlane      **Contact No:** 01475 714800

**Subject:** Real Time Passenger Information

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## **1.0 PURPOSE**

1.1 The purpose of the report is to seek approval for the introduction of Real Time Passenger Information at 12 trial sites in Inverclyde.

## **2.0 SUMMARY**

2.1 Real Time Passenger Information (RTPI) is an electronic information system which provides passengers with up to the minute information on the arrival of service at the bus stop.

2.2 This information is gained by tracking the location of buses on the route and comparing it to the scheduled timetable. If a bus is running late it will outline how much longer passengers have to wait.

2.3 Many of the buses which operate within Inverclyde are equipped with the technology required to obtain information for the RTPI system. Therefore the main improvement required is to the infrastructure at bus stops.

2.4 For services operated by bus operators who do not have GPS equipment on their buses the RTPI screen will display the scheduled time. It will not update if the bus is delayed for any reason.

2.5 There are approximately 199 bus shelters in Inverclyde. As a trial it is proposed that 12 shelter locations are chosen to install RTPI. The proposed list of sites is contained in Appendix 1.

2.6 Prior to the introduction of any RTPI a Legal Agreement would need to be entered into between Inverclyde Council and SPT. The proposed obligations of Strathclyde Partnership for Transport and the Council, respectively, are set out in Appendix 2.

2.7 SPT would provide Capital Funding for the supply and installation of the information units. Inverclyde Council would be responsible for the installation and supply of power to the units and the annual maintenance fee for SPT to maintain the units.

### **3.0 RECOMMENDATION**

3.1 That the Committee agrees:

- (i) to enter into a Legal Agreement with Strathclyde Partnership for Transport on terms and conditions to reflect the respective objectives set out in Appendix 2 all as may be negotiated by the Shared Head of Service Roads, in consultation with the Head of Legal and Property Services and the Chief Financial Officer; and
- (ii) to a trial of the RTPi scheme with the 12 sites outlined in Appendix 1.

**Gail MacFarlane**  
**Head of Service – Roads & Transportation**

## 4.0 BACKGROUND

- 4.1 A potential cause of frustration for bus passengers is not knowing if their bus is running on time or if it is late and how late it will be.
- 4.2 RTPI is an electronic information system which provides passengers with up to the minute information on the arrival of a service at the bus stop.
- 4.3 Many of the buses which operate within Inverclyde are equipped with the technology required to obtain information for the RTPI system. Therefore the main improvement required is to the infrastructure at bus stops.
- 4.4 For services operated by bus operators who do not have GPS equipment on their buses the RTPI screen will display the scheduled time. It will not update if the bus is delayed for any reason.
- 4.5 Some bus operators also translate this information to their own online applications.
- 4.6 There are approximately 199 bus shelters in Inverclyde. These shelters are located on local and trunk roads and some are advertising shelters.
- 4.7 As a trial it is proposed that 12 shelter locations be chosen to install RTPI. The proposed list of site are outlined below and contained in Appendix 1.  
  
Port Glasgow Road, Kilmacolm (6130403)  
Bridge of Weir Road, Kilmacolm (6130404)  
Fore Street Stances, Port Glasgow (6130466, 6130467, 6130470, 6130472 & 6130473  
information board 1 on each side of Fore Street)  
Shore Street, Port Glasgow (613094 & 613095)  
Container Way, Greenock (6130482)  
West Stewart Street Stances, Greenock (6130311-6130313 & 6130315 Information  
board at 1 location tbc)  
Gourock Rail Station, Gourock (6130334 & 6130736)  
McInroys Point, Gourock (6130351)  
Shore Road, Wemyss Bay (6130369 eastbound stop)
- 4.8 Prior to the introduction of any RTPI a Legal Agreement would need to be entered into between Inverclyde Council and SPT. The proposed obligations of Strathclyde Partnership for Transport and the Council, respectively, are set out in in Appendix 2.
- 4.9 SPT will fund the supply and installation of the units and would be responsible for their maintenance.
- 4.10 Inverclyde Council would be responsible for the installation and supply of power to each unit and for the annual maintenance fee to be paid to SPT. The annual maintenance fee would be £380 per unit per annum.

## 5.0 IMPLICATIONS

### Finance

- 5.1 There will be costs for the installation and supply of electricity to the trial sites and their ongoing maintenance.

#### One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
Capital – Other Assets	Capital	2019/20	£48	Capital RAMP Lighting	Electrical supply installation.

#### Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
00649	Bus Shelters	2019/20	£5	Roads Lighting Electrical Power	Maintenance of RTP1 units.

### Legal

- 5.2 Legal and Property Services has been consulted on the draft Legal Agreement.

### Human Resources

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

### Equalities

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

### Repopulation

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

## 6.0 CONSULTATIONS

- 6.1 The Head of Legal and Property Services and the Chief Financial Officer have been consulted on this report.

## 7.0 LIST OF BACKGROUND PAPERS

- 7.1 None.



## APPENDIX 1



Port Glasgow Road, Kilmaccolm (6130403)



Bridge of Weir Road, Kilmaccolm (6130404)



Fore Street Stances, Port Glasgow (6130466, 6130467, 6130470, 6130472 & 6130473  
information board 1 on each side of Fore Street)



Shore Street, Port Glasgow (613094)



Shore Street, Port Glasgow (613095)



Container Way, Greenock (6130482)



West Stewart Street Stances, Greenock (6130311, 6130312, 6130313, 6130315)



Gourock Rail Station (6130334)



Gourock Rail Station (6130736)



McInroys Point, Gourock (6130351)



Shore Road, Wemyss Bay (6130369)

**SCHEDULE A**

**REAL-TIME INFORMATION  
AGREEMENT BETWEEN SPT AND INVERCLYDE COUNCIL**

**THE SPT SERVICES**

The Services provided by SPT under this Agreement shall cover the areas of supplying real-time bus passenger information (“**RTPI**”) and the supply and maintenance of associated bus stop real-time passenger information displays.

SPT will fulfil the duties and functions as defined within this Agreement attached hereto and described in Part 1, Part 2 and Part 3 hereunder.

**PART 1: Supply of Real-time Passenger Information Services.**

SPT will fulfil the following duties and functions relating to the generation and supply of real-time bus passenger information for bus services operating within the Council’s area.

- a) Liaison with bus operators to source bus schedules for services necessary to supply real-time displays;
- b) Check and validate bus operator information;
- c) Source real-time feeds of bus information from bus operators where this is available;
- d) Where real-time information is available from bus operators, generate predictions of bus arrivals/ departures for stops;
- e) Supply scheduled and real-time bus arrival/departure times at bus stop displays;
- f) Liaise with the Council and relevant third parties and co-ordinate temporary or permanent suspension of displays in relation to building works, road works, bus route alterations or public/civic events and provision of passenger information notices in relation to these;
- g) Support the provision of automatic bus priority where agreed and configured within the RTPI system and the Council’s traffic control system;
- h) Provide regular service level reports as may be agreed between SPT and the Council;
- i) Collaborate with the Council on developing the provision of bus passenger information and its dissemination;
- j) Provide co-ordination and management of the SPT Services to the Council including:
  - a. Annually reviewing the service and agreeing the scope of the service for the forthcoming year including any additional works or procurements and their associated programmes and costs;
  - b. Providing estimates and agreeing budgets;
  - c. Providing an overview of the SPT Services to the Council as required;
  - d. Provision of detailed end of year summary listing services provided and costs incurred.

## **PART 2: Maintenance of Real-time Bus Stop Passenger Information Displays.**

SPT will fulfil the following duties and functions relating to the maintenance of real-time bus passenger information displays located within the Council's area.

This will include (*but will not be limited to*) the following areas of service:

- a) Maintain an inventory and maintenance records of displays covered by the agreement;
- b) Monitor the operation of displays;
- c) Provide a fault reporting service for receipt of faults from the Council or other parties and instructing appropriate maintenance actions;
- d) Maintain displays through the services of suitably qualified contractors procured in compliance with public sector procurement regulations and operating to a maintenance contract with services and levels consistent with those stated in Appendix 1;
- e) Provide a fault response and repair service;
- f) Undertake display inspections and preventative maintenance annually;
- g) Provide co-ordination and routine liaison between the Council, the maintenance contractor and third parties including shelter contractors and utility companies;
- h) Liaise with the Council on maintenance requirements additional to routine maintenance service such as vandalism and 3rd party damage, provide information for the settlement of associated claims and co-ordinate actions instructed by the Council;
- i) Processing of recharges to developers, utility companies etc., for any display related works carried out. SPT will invoice for this work and credit it to Council budget;
- j) Provide service level performance reports relating to the service and maintenance activities.

### **PART 3: Supply and Installation of Real-time Bus Stop Passenger Information Displays.**

SPT will fulfil the following duties and functions relating to the supply and installation of real-time bus passenger information displays located within the Council's area.

- a) Liaise with the Council on requests for new types or additional real-time information displays;
- b) Agree budgets, specifications and timescales with the Council;
- c) Procure new or additional real-time displays including the specification of displays, tendering of contracts and establishing supply frameworks as appropriate;
- d) Arrange for the supply and installation of new displays including supervision of works;
- e) Co-ordinate and supervising display testing and hand over to the Council;
- f) Arrange for display integration into the real-time bus information system and maintenance service;



## **SCHEDULE B**

### **REAL-TIME INFORMATION AGREEMENT BETWEEN SPT AND INVERCLYDE COUNCIL**

#### **THE COUNCIL SERVICES**

Services which the Council will provide to SPT to support the provision of real-time passenger information and the supply and maintenance of real-time bus stop displays.

- a) The Council will provide the financial support up to the limit agreed with SPT under clause 6 of this Agreement for all charges relating to the operation and management of the Council's owned displays.
- b) The Council will provide the financial support for all charges relating to the procurement of new displays and agreed additional works extra to the routine maintenance of displays up to the limit agreed with SPT under clause 6 of this Agreement.
- c) The Council will provide SPT and their appointed contractors access to all displays to be maintained under the agreement.
- d) The Council will provide to SPT adequate spare display units and parts to support maintenance of the displays and provide financial support to retain the level of spares required to deliver the service level agreed by SPT and the Council.
- e) The Council will authorise SPT to deal directly with relevant agencies, statutory bodies, or commercial organisations for the procurement of displays and for carrying out of their maintenance within the terms of this agreement.
- f) The Council will be responsible for all power supplies to each display's nominated power termination pillar and will be responsible for rectifying any loss of power.
- g) Where the Council determines that a bus priority is required, the Council will be responsible for the supply and maintenance of all equipment necessary for the implementation of bus priority at traffic signals and any associated configuration of the Council's traffic control systems.
- h) The Council will handle, process and settle as appropriate all third party claims relating to accidents involving displays and will speak to any costs in relation to criminal prosecutions involving displays based on information supplied by SPT.
- i) The Council will provide technical support to SPT in the form of nominated officers from the Roads Authority who will assist and advise on matters of the Council's requirements for additional displays in terms of specification and deployment and obtaining statutory approvals and liaising with shelter contractors in relation to display installation.
- j) The Council will carry out consultation with elected members in relation to the installation or permanent removal of displays and will advise SPT of the outcome of such consultations before SPT takes any action in the matter.
- k) The Council will provide SPT with data agreed to be necessary to support configuration and operation of the RTPI system within the Council's area.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration &amp; Resources</b>	<b>Report</b>	<b>LP/104/19</b>
<b>Contact Officer:</b>	<b>Alan McClintock</b>	<b>Contact No:</b>	<b>01475 712444</b>
<b>Subject:</b>	<b>King George VI Building – 9-11 King Street, Port Glasgow</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to update the Committee on the structural condition of the King George VI building and the reasons for temporarily suspending the Works.

## 2.0 SUMMARY

- 2.1 The proposal was the subject of a report to this Committee in January 2018 intimating a two phased approach with the first phase to refurbish the roof to make safe and weathertight and the second phase to alter and refurbish the building for community use.
- 2.2 The Committee approved the expenditure of part of the budget for Phase 1 and that residual funding be retained for use in Phase 2.
- 2.3 It was reported to the Committee on 2 May 2019 that the Phase 1 works had identified significant dry rot, wet rot and woodworm and that most of the timbers would have to be stripped out. The Committee approved the reorganisation of works between the phases and that some of the residual funding for Phase 2 would be used in Phase 1. The estimated project cost of Phase 1 would be £730,000. The residual funding was therefore £270,000 and to be expended on Phase 2.
- 2.4 With the removal of most of the timbers and by hacking back the render over the stonework we have discovered additional structural distress to the building which will result in demolition of most of the rear wall including the spiral stair and this work must be undertaken in Phase 1 for safety reasons.
- 2.5 A full cost analysis is in progress but has not been concluded to date. It is apparent that the cost of making the building structurally secure, wind and watertight may be in excess of the budget and in accordance with Standing Orders we have suspended the Works until we have determined a more accurate cost.

## 3.0 RECOMMENDATIONS

- 3.1 That the Committee notes the current position as regards the structure and funding and that a detailed report will be available at the next Committee meeting.

**Scott Allan**  
**Corporate Director**  
**Environment, Regeneration &**  
**Resources**

## 4.0 BACKGROUND

- 4.1 This proposal was the subject of a report to this Committee in January 2018 intimating a two phased approach with the first phase to refurbish the roof to make safe and weathertight and the second phase to alter and refurbish the building for community use.
- 4.2 The Committee approved the expenditure of part of the budget for Phase 1 and that residual funding be retained for use in Phase 2.
- 4.3 A further report to this Committee on 27 November 2018 confirmed the estimated project cost of Phase 1 as £530,000. The residual funding was therefore £470,000 and to be expended on Phase 2.
- 4.4 It was reported to the Committee on 2 May 2019 that the Phase 1 works had identified significant dry rot, wet rot and woodworm and that most of the timbers would have to be stripped out. See diagram 1. The Committee approved the reorganisation of works between the phases and that some of the residual funding for Phase 2 would be used in Phase 1. The estimated project cost of Phase 1 would be £730,000. The residual funding was therefore £270,000 and to be expended on Phase 2.

4.5

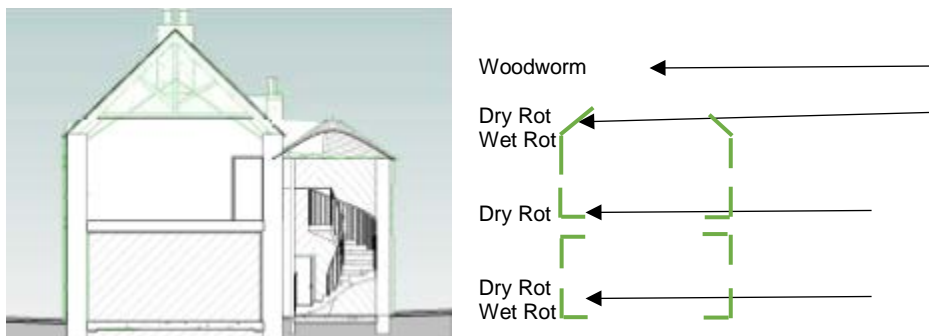


Diagram 1

- 4.6 It was also reported that the spiral stair had a significant lean, is considered dangerous and we would discuss remedial action with Historic Environment Scotland (HES) and to delay any work to the stair until Phase 2. HES has now confirmed that we can demolish the stair.
- 4.7 With the removal of most of the timbers and by hacking back the render over the stonework we have discovered additional structural distress to the building which will result in demolition of most of the rear wall including the spiral stair and this work must be undertaken in Phase 1 for safety reasons.
- 4.8 The spiral stair is leaning out but we have now established that it is pulling out part of the rear wall. See diagram 2 and 3 and photograph 1.

4.9



Diagram 2

4.10

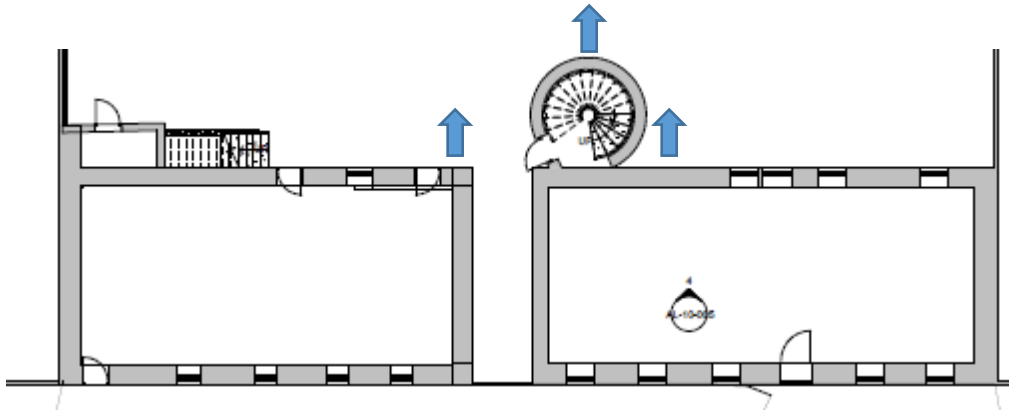


Diagram 3

4.11



Photograph 1

4.12 A detailed survey of the structural integrity of the rear wall has now established that a significant part of the rear wall must be removed and rebuilt. See Diagram 4.

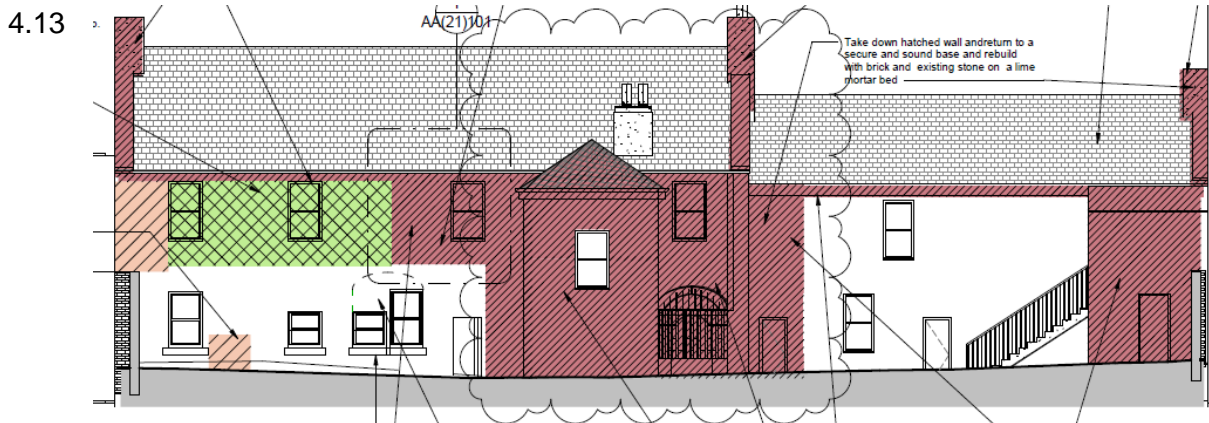


Diagram 4 Rear Elevation

4.14 A full cost analysis is in progress but has not been concluded to date. It is apparent that the cost of making the building structurally secure, wind and watertight may be in excess of the budget and in accordance with Standing Orders we have suspended the Works until we have determined a more accurate cost.

4.15 A significantly expensive element is the stone restoration to the rear of the building. We are currently undertaking value engineering to find ways of rebuilding the defective stone walls more economically. Should this be possible, agreed by HES, and contained within the existing budget we will recommence the works. Should this not be possible within the budget we will prepare a report to the next committee cycle outlining options and costs.

4.16 The priority will be to retain some parts of the structure for future development.

## 5.0 IMPLICATIONS

### Finance

5.1 There are no financial issues.

### Legal

5.2 There are no legal issues.

### Human Resources

5.3 There are no human resources issues.

### Equalities

5.4 Has an Equality Impact Assessment been carried out?

X

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. See below.

Individual projects consider DDA issues as part of the development of the detailed designs and Building Standards approval (where required). There are no equalities issues.

### **Repopulation**

- 5.5 The regeneration works outlined in this report should contribute to retaining and increasing the population within the area. There are no repopulation issues.

## **6.0 CONSULTATION**

- 6.1 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.
- 6.2 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.

## **7.0 LIST OF BACKGROUND PAPERS**

- 7.1 None

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<b>Report To:</b>	<b>Environment and Regeneration Committee</b>	<b>Date:</b>	<b>29 August 2019</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration and Resources</b>	<b>Report No:</b>	<b>LP/102/19</b>
<b>Contact Officer:</b>	<b>Gerard Malone</b>	<b>Contact No:</b>	<b>01475 712102</b>
<b>Subject:</b>	<b>Upper Kirn Drive, Gourock – (a) open space consultation; and (b) proposed residential development and road widening – Part A</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to advise the Committee of the outcome of an open space consultation recently carried out in order to obtain and consider the views of the community in relation to a proposed residential and road widening development, which it is anticipated will be located on ground adjacent to Kirn Drive, Gourock to which the public currently have access, as per the plan at Appendix 1.

## 2.0 SUMMARY

- 2.1 The proposed residential development and road widening project at Kirn Drive, Gourock has been the subject of a number of reports to this Committee. This report (part A) seeks to update the Committee on an open space consultation carried out in relation to that development. All responses to the consultation are attached within the appendices (Appendix 2 is public as it comprises Gourock Community Council's response and the front page of a public petition. Appendix 3 is private as it comprises the individual letters from petitioners and individual representations received). This report is a public report on the open space consultation.
- 2.2 There is a separate report (part B) on the agenda for this meeting in the private and exempt section. That separate report provides options for the Committee, dependent on the outcome of the open space consultation.

## 3.0 RECOMMENDATIONS

It is recommended that the Committee:-

- 3.1 notes the outcome of the open space consultation in relation to the proposed residential development at upper Kirn Drive, Gourock and the terms of the representations received as detailed in the body of the report prior to consideration of the recommendations in the part B report.
- 3.2 having regard to those representations, decides **either**:
- (a). instruct the Head of Legal and Property Services to withdraw from negotiations for this proposed disposal; **or**
  - (b). to remit to the Head of Legal and Property Services to proceed to conclude a bargain for the sale of the proposed development site at Kirn Drive, on suitable terms and conditions.

**Gerard Malone**  
**Head of Legal and Property Services**

## 4.0 BACKGROUND

- 4.1 The proposed residential development and road widening project at Kirn Drive, Gourrock has been the subject of a number of reports to this Committee. An outline of the development proposal is attached at Appendix 1 and involves the construction of 23 semi-detached and detached dwelling houses at site 2; site 1 will comprise 75 units, containing a mix of terraced, semi-detached and detached dwelling houses, all 98 units will be for the private residential market. The site of the former St Ninian's primary school is shown on the plan as a community park and amenity space.
- 4.2 Detailed proposals for housing development have been considered at the January and May meetings of this Committee. Any such proposals for development are subject to the Committee's consideration of the outcome of this consultation.
- 4.3 The report to the May Committee also requested that the Committee note that the site of the former St Ninian's primary school lies within a designated residential area in the current and proposed Local Development Plan and, accordingly, to decide either:
- (i) to market the site separately in accordance with its Local Development Plan designation for residential use; or
  - (ii) to include the site within the upper Kirn Drive development proposal for open space and play area provision.
- 4.4 As parts of the overall site constitute open space, public consultation on a proposed disposal is required in terms of Section 27 of the Town and Country Planning (Scotland) Act 1959. Further, the Committee must consider any objections received as a result of that consultation before any disposal can take place. The Committee granted delegated authority to officers to progress such a consultation at its meeting of 17 January 2019.
- 4.5 The consultation ended on 31 July 2019 and the responses are attached in the appendices. There were 20 responses in total, one of which was a petition signed by 80 residents of Kirn Drive. A summary of the responses, including said petition, is detailed in the table below.

### 4.6 Kirn Drive, Gourrock public open space consultation

4.7	Name	Support/Against	Reason
	name and address supplied – private appendix 3	Against	Wants to retain St Ninian's as open space. Concerns over loss of open space.
	name and address supplied – private appendix 3	Reservations	Concerns about congestion and wants St Ninian's site to be used for parking.
	name and address supplied – private appendix 3	Against	Concerns over road congestion and school capacity.
	name and address supplied – private appendix 3	Against	Concerns relating to congestion on Kirn Drive but also privacy.
	name and address supplied – private appendix 3	Against	Concerns over congestion on Kirn Drive and school capacity.
	name and address supplied – private appendix 3	Against	Inconvenience of construction traffic.
	name and address supplied – private appendix 3	Against	Wants clarification on road widening proposals. Concerns over congestion and school capacity.
	name and address supplied – private appendix 3	Against	Inconvenience of construction; concerns over road widening and school capacity plus loss of open space.
	name and address	Against	Concerns over loss of open space; traffic



supplied – private appendix 3		congestion; school capacity.
name and address supplied – private appendix 3	Against	Concerns over loss of open space and congestion.
name and address supplied – private appendix 3	Against	Concerns over adverse effect on own property; road congestion; loss of open space; school capacity.
name and address supplied – private appendix 3	Against	Concerns over adverse effect on own property; road congestion; loss of open space; school capacity.
name and address supplied – private appendix 3	Against	Concerns over congestion; school capacity and existing local services; loss of open space.
name and address supplied – private appendix 3	Against	Concerns over adverse effect on own property and disruption of new development; loss of open space.
name and address supplied – private appendix 3	Against	Concerns over adverse effect on own property; road congestion; loss of open space; school capacity; potential contamination.
name and address supplied – private appendix 3	Against	Concerns over congestion – wants a one way system.
name and address supplied – private appendix 3	Against	Concerns over adverse effect on own property and disruption of new development; traffic congestion; loss of open space.
Petition – Mr Oliver – Front page Public appendix 2 Individual letters – private appendix 3	No explicit mention of development. Opposes road widening and seeks one way system.	Signed by 80 occupants of Kirn Drive all of whom oppose the proposal for road widening and wish the council to support the creation of a one way system at Kirn Drive.
Gourock Community Council –Public appendix 2	Against	Various issues – as per letter.
name and address supplied – private appendix 3	Support	In agreement with more housing and widening of road.

4.8 The majority of responses related to concerns over congestion, loss of open space and lack of school and other emergency service capacity. Comments in relation to each of these headings are detailed below:-

#### Congestion

The majority of responses were in relation to concerns over traffic congestion on Kirn Drive. Whilst it is acknowledged that there will be some disruption on Kirn Drive during construction, every attempt will be made to keep this at a minimum. On completion of the development and road widening it is anticipated that Kirn Drive should be capable of achieving two way traffic along that stretch currently most affected by congestion.

The final road scheme has not yet been concluded but officers within the Council's roads service are working towards this and a report on the final scheme will be brought before this Committee for approval at a future date.

#### Open Space

There were a lot of concerns over the loss of open space, however, the proposals seek to ensure that the site of the former St Ninian's school is retained as open space and indeed improved with the construction of a new play area and amenity landscaping.

The former pitches site, which constitutes the majority of site 1, is no longer in use and 2 new 5G pitches have recently been completed at the nearby Gourock Park. There remains plenty of open space in ground adjacent to the former pitches and also adjacent to the Moorfoot site. As

part of the planning approvals the developer has agreed to incorporate new paths within woodland to the rear of the development which will aid access to open space.

### School capacity

The current roll capacity as reported to Audit Scotland for the 2018/19 educational year for schools within the catchment area of the proposed development are detailed in the table below.

School	School Roll	Working Capacity	Roll Capacity (%)	Planning Capacity
St Ninian's	310	385	81%	495
Moorfoot	257	322	80%	363
Gourock Primary	223	254	88%	297
St Columba's	708	686	103%	686
Clydeview	904	990	91%	990

The percentage roll capacity indicates how much available capacity there currently is in each school based on the present school roll and working capacities, however, there is further scope to increase this capacity if the planning capacity is adhered to rather than the working capacity. The working capacity relates to the present teacher/pupil ratio. If the planning capacity was used we would need to increase the number of teachers employed. These figures suggest that the schools should be able to accommodate an increase in pupil numbers.

## 5.0 **IMPLICATIONS**

### 5.1 Finance

This report is focused on the outcome of the open space consultation. Part A is wholly separate from consideration of the financial implications in connection with any disposal which may be considered. The budget headings are provided here for purposes of full transparency but are entirely separate from any detailed financial appraisal of any decision (part B).

#### One off Costs (Savings)

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
Capital Fund	Capital Receipt	2020/21	TBC		
Capital Fund	Legal & Property Fees	2020/21	TBC		
Capital Recharge	Legal and Property Fees	2010/21	TBC		

#### Annually Recurring Costs (Savings)

Cost Centre	Budget Heading	With Effect From	Annual Impact	Net	Virement From	Other Comments

### 5.2 **Legal & Property Services**

As the proposal involved disposal of land consisting of open space, and so required a consultation in terms of Section 27 the Town and Country Planning (Scotland) Act 1959, it is necessary for the Committee to have regard to the terms of representations received in that consultation in reaching a decision on whether or not to proceed.

### **5.3 Equality**

No implications

### **5.4 Repopulation**

This report is concerned with the provision of land for the construction of residential accommodation within the Inverclyde area and as such fully supports the repopulation initiative.

## **6.0 CONSULTATIONS**

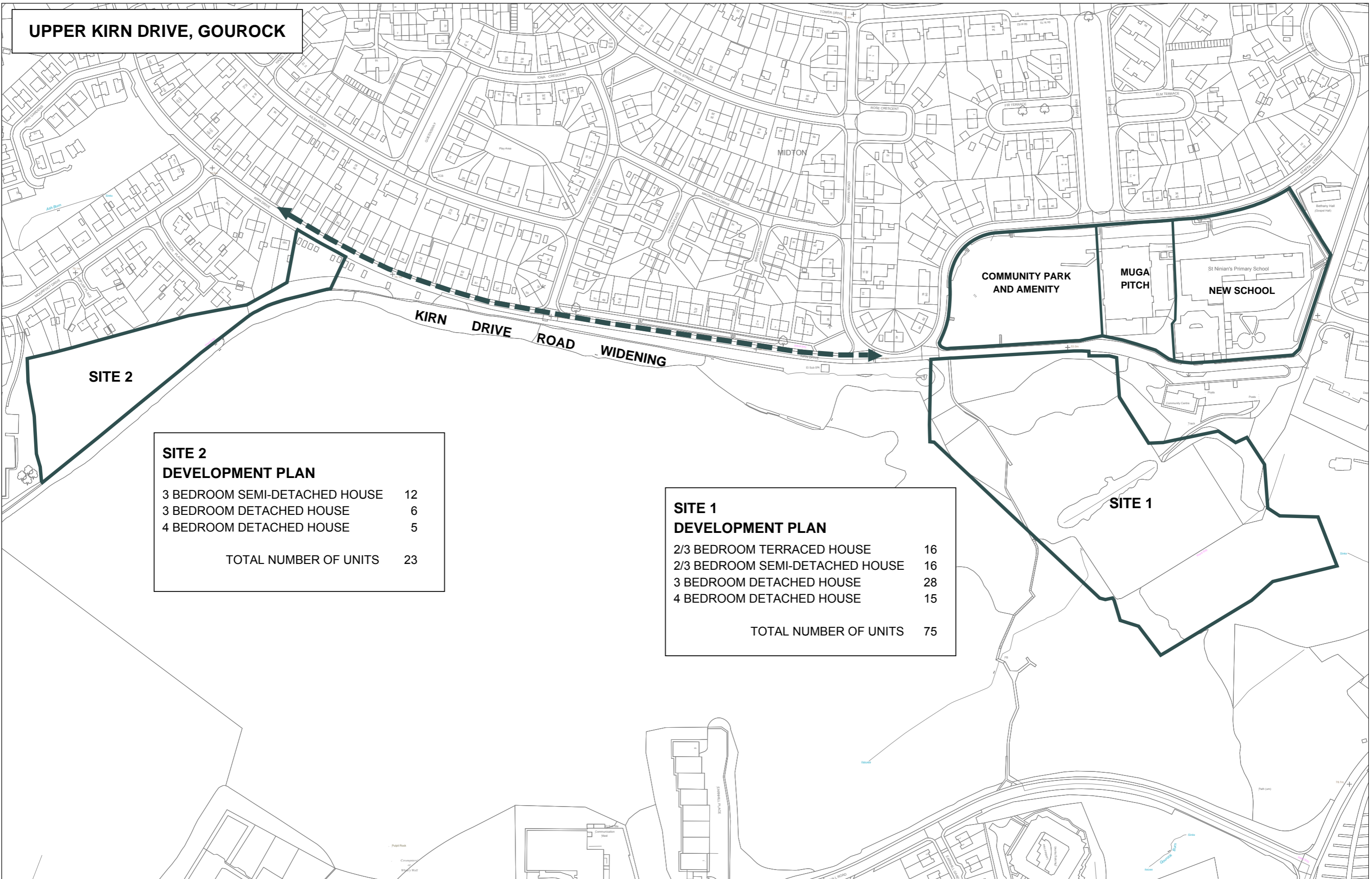
6.1 The Chief Financial Officer has been consulted on the contents of this report.

6.2 The Head of Regeneration & Planning has been consulted on this report

## **7.0 LIST OF BACKGROUND PAPERS**

7.1 None

**UPPER KIRN DRIVE, GOUROCK**



**SITE 2 DEVELOPMENT PLAN**

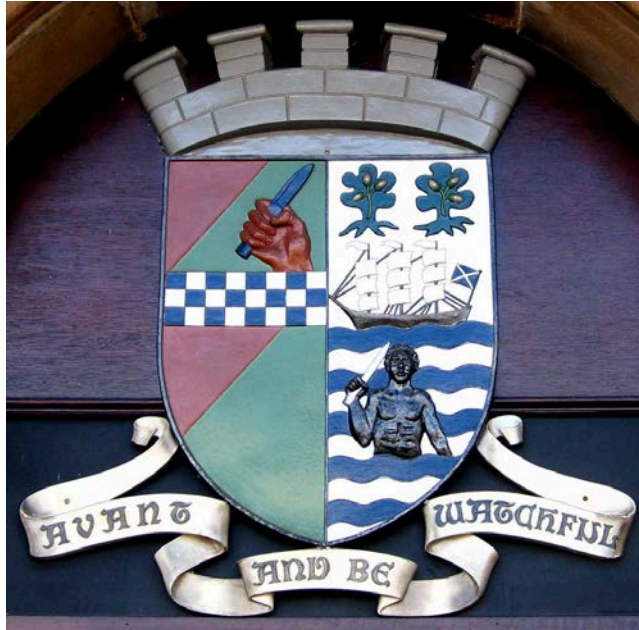
3 BEDROOM SEMI-DETACHED HOUSE	12
3 BEDROOM DETACHED HOUSE	6
4 BEDROOM DETACHED HOUSE	5
<b>TOTAL NUMBER OF UNITS</b>	<b>23</b>

**SITE 1 DEVELOPMENT PLAN**

2/3 BEDROOM TERRACED HOUSE	16
2/3 BEDROOM SEMI-DETACHED HOUSE	16
3 BEDROOM DETACHED HOUSE	28
4 BEDROOM DETACHED HOUSE	15
<b>TOTAL NUMBER OF UNITS</b>	<b>75</b>



## APPENDIX 2



GOUROCK COMMUNITY COUNCIL

GAMBLE HALLS

44 Shore Street

GOUROCK

PA19 1RG

INVERCLYDE COUNCIL

MUNICIPAL BUILDINGS

Clyde Square

GREENOCK

PA15 1LX

31st July, 2019

**FOR THE ATTENTION OF THE HEAD OF LEGAL AND PROPERTY SERVICES**

Dear Mr Malone,

## **PROPOSED DISPOSAL OF LANDS BY KIRN DRIVE, GOUROCK INCLUDING FORMER SCHOOL SITE & THE WIDENING OF ROAD**

### **SUMMARY OF PROPOSAL**

A Notice under the Town & Country Planning (Scotland) Act of 1959 states that the Inverclyde Council proposes to dispose of two areas of land, lying South of Kirn Drive, Gourock. The 10,962 square meters and 32,930 square meters) to form part of a housing development. Kirn Drive is also to be widened. In addition, the former Saint Ninian's Primary School site of 9,768 meters may also be disposed of, but noted that this may be developed as public open space as part of the proposal.

Copies of this plan have been seen from the Notice and are available on:

[www.inverclyde.gov.uk/kirndirve](http://www.inverclyde.gov.uk/kirndirve)

or requested by phone by calling:

01475 712 102

or by email:

[property@inverclyde.gov.uk](mailto:property@inverclyde.gov.uk)

with thanks.

### **OBJECTION TO THE ABOVE PROPOSAL WITH EXCEPTIONS**

Gourock Community Council (GCC) are writing after been asked for an opinion. Having examined the plans and consulted with people who know the sites best: those who live on Kirn Drive. GCC have asked for opinions based on the views of the community over a long period of time, and found that there are many issues about the area that have not changed.

The current members know the needs of the community, which are based on ongoing consultations, meetings, receiving complaints, particularly about the traffic and parking. The people who live on Kirn Drive have been vocal, and have a petition which GCC are writing to support in objecting to development in the area. This has had a lot of recent changes that have exasperated the issues, bringing more people and vehicles to an already congested area, and there has been very little time to settle from the works going on, or get used to the new changes.

Please note that GCC were promised some play areas as part of development for Upper Gourock and community areas at each end of Kirn Drive. People asked for this, and continue to expect this promise to be honoured. GCC would like that the former site of Saint Ninian's Primary School is to be a community area of gardens with a play park. People who have children attending Saint Ninian's Primary and Moorfoot Primary School are seeking a similar arrangement to the contained areas enjoyed by families attending Gourock Primary School. In addition, since the play park at the new housing development at the other end of Kirn Drive did not get a play area, GCC would like some of the grounds allocated from this proposal for this and some community gardens. A play area had been promised, also to have been completed before the very first house was ever sold. This did not happen.

GCC also support in principle the proposal from residents to make Kirn Drive one way and would ask that this is investigated as a possibility, as it is strongly desired by over 80% the people who live there.

GCC believe that under Town & Country Planning (Scotland) Act 1959 and Community Empowerment Act 2011 the case is robust in these most recent objections.

### RECENT VISION FOR GOUROCK (with regard to Upper Gourock)

Gourock is a rural town, suggesting just what we have here: green space, moorlands, trees and grass. We also have magnificent views of the Clyde and two Ferry Ports, a Gateway to the Highlands, noted for attracting tourism, which has seen an increase, as there was a 200% spike in 2016 according to HolidayLettings.co.uk. Upper Gourock Kirn Drive area does not have views of the water and natural surrounding to help keep this rural feeling.

More development could have an urbanising effect that may be a material change for residents, workers, those who study, school, and visit Upper Gourock on holiday or simply passing through. At sea level Gourock has the shores to investigate and enjoy, and our Pool, as well as shops. Other parts of the town have viewpoints, and the leafy areas keep the area pretty and cleaner for good health: this is well publicised the world over to help to maintain good mental health.

The Green Pathways Project has shown that even disadvantaged children improve in confidence and behaviour when learning about the environment. The proposed areas are between two Primary Schools, and near the two Senior Schools of Gourock. GCC know that people here would like more opportunities to enjoy the outdoors and learn about natural things. There is the case for having the proposed sites preserved for leisure and as a pollinator corridor. Gourock people are proud to have a variety of wildlife, including, birds, insects, and animals, in addition to having well established trees, shrubs, flowers and grasses indigenous to Scotland. All of these things need to have more similar spaces around a mile apart, and at the moment Gourock seems to be bridging the pollinator corridors, while other areas are trying to establish what we already have. There is also the freshwater burn which several projects in Scotland might show interest in, including the Living Water Project and Dragonfinder.

There are opportunities that would actually improve the image of Gourock, and there are already natural habitats of remarkable quality where our residents are mammals like roe deer, foxes, rabbits, hedgehogs, bats, & squirrels; amphibians like toads and frogs; birds including owls, skylarks, ravens, and jackdaws; a huge variety of insects like damselflies, dragonflies, moths, & butterflies, and bees are in abundance. Many of the flowers are wild and indigenous to Scotland, with the residents of Kirn Drive excited about the presence of European protected Bluebells. Many of the things living in the community are protected wildlife, and the ones named here have been observed: the list is not complete.

GCC would ask that developers have an Assessment Screening for environmental impact before any more development is proposed. GCC think that this is major development to the area and would like further consultation with locals.



## NEIGHBOURHOOD PLAN

The local Tenants & Residents Association, Tower Drive TARA, that takes in Kirn Drive, the streets of Midton, and beyond, have been working on a neighbourhood plan for some time since forming. While are not affiliated to a Housing Associations presently, they are accepted as being effective community activists by individuals, agencies, and organisations. Being residential in the area allows membership, the Officers have been voted, and are continuing in roles bridging with GCC.

At a Single Issue Meeting there were plans that complement the proposal of one way on Kirn Drive by the TARA & GCC, and this is still upheld as desired. More play areas and leisure facilities on the doorstep continue to be a constant request, along with more provision for social housing for families, for elderly and cared for seniors. Written work was submitted to the Council at various times when asked for opinions, especially for the Inverclyde Development Plan.

## RECENT PLANNING

Provision of bus bays and moving pick-up points for buses has helped to alleviate some of the congestion, with issues about times of day during school pick-up times, and build ups when activities are going on around the re-cycling, community centre, George Road entrances to the park, pitches, and other places including the Fire Station. A new Transport Assessment in light of the proposed housing would be required. There are two small churches that need access too, situated on Drumshantie Road and Tower Drive. The junction at George Road has historically had a lot of attention: with no clear solution proposed, GCC would prefer to see the infrastructure in place before new development was suggested.

All development, even if for leisure, brings people and vehicles into the area and there is very restricted parking. People with disabilities are finding it difficult even to get home, and their carers, particularly the professionals, find that extra time is needed in Upper Gourock to get to people. On a busy bus route with hundreds of pedestrians, cyclists and activity, a simple thing like bin collections can really impact on the area.

There are concerns that more houses will add to all of this and swell already full schools, put more strain on the health centre, and that there is a feeling that there is not enough being provided for the people already here. GCC ask if there could be an Equality Assessment for the type of housing proposed, and also if the houses will be affordable or for a large proportion of social housing. Recent housing developments have completely failed Upper Gourock people in provision for social housing allocation: there have been no new builds and few are available. People have identified these needs and have their say through platforms like GCC Forum, meetings, and complaints.

## WATER ISSUES, FLOODING, & DRAINAGE

The roads at Kirn Drive and Drumshantie Road are regularly flooded. The steps onto Kirn Drive that come from the playing fields resemble a waterfall river during the frequent heavy rain of Gourock. Could drainage for new housing affect water supplies by contamination? Could it also effect drainage for wider area for waste water?

SEPA Flood Maps show that Kirn Drive area at the old Copper Mine entrance is deep purple - indicative of high surface water. The area around George Road, Drumshantie Road and pitches including the top of Gourock Park are various shades of purple or deep purple.

WATER PRESSURE: It is wondered if more housing impact existing accounts for things like pressure?

SEWAGE & CONTAMINANTS: Could pollution occur to the burn? If land is dug up during building work, and a development was to go ahead, there would be a lot of drift as seen in the recent building work locally. Contamination is a concern, particularly in light of the fact that the moors were used for target practice for artillery for decades and there are known munitions still in the land, both lead and metals and phosphorus. All of which could effect and harm the local diversity of all wild things and also of people.

GCC will be asking Scottish Water for an opinion, along with Scottish Natural Heritage, about things like preservation of trees, as they are well established, tree felling impacting areas that flood and all over Scotland. Other places are planting areas just like what we already have here to help with flooding, environment and human health.

## GEOLOGICAL AND HISTORICAL INTERESTS

This was also the area of the Copper Mine, and geographical seams of minerals. It is wondered by some people if there is geological interests yet untapped.

There has been various historical pieces of importance: a prehistoric bronze spearhead was found nearby that dates back thousands of years. The remains of a Medieval farm & rig have been found near the reservoir. There seems to be a vast area of almost unspoiled land that could hold all sorts of interesting historical gifts.

## OTHER SUPPORT

GCC are supporting initiatives by residents on Kirn Drive who have consulted as many neighbours as possible, with some on holiday or unavailable. Of 85 possible homes in proximity, 66 names object, with several still to consult - there seems to be some empty houses while people are in transition, possibly 5 all together of the 85. GCC understand that 10 objections are a serious amount, so would like the weight of numbers supporting a one way road on Kirn Drive to be given your attention. The people are also concerned about more people and vehicles, but were not specifically asked about the housing development at this time, although many have commented in the past about concerns in general.

GCC have not been informed about what stages plans are in place to dispose of the land proposed. GCC request help to see what the timeline is for a location plan that has no details: it is understood that at the moment it is not a full application.

Surveys and advice will be requested to be sought by the developers from Tree Specialists, Biodiversity and Protected Species, as well as others mentioned in parts of this objection.

Opinions would be surveyed as well as canvassed by GCC to all over Midton with a planned methodology that would include schools, groups, and organisations, as well as businesses and Services including but not only the Emergency Services, HSCP, and Social Work.

## DISCLAIMER

Every effort in research and conversation has been made to note accurately what people say, and GCC have tried to record this properly. GCC accept no responsibility for mistakes or errors, omissions or unprofessional statements which have a different meaning than that intended. Should anyone wish to question the facts or meaning this writer the GCC Secretary will be pleased to answer any questions or query that is helpful to the objection.

Yours faithfully,

Gourock Community Council

Notes by GCC Secretary Geraldine Harron

## **Breakdown of petition to have Kirn Drive made a one way system**

**There are 82 properties on Kirn Drive**

**66 householders are in favour of one way system**

**5 properties have disabled residents as they have no family living in house I did not approach them**

**5 properties under renovation wasn't able to contact owners**

**2 people objected**

**1 property seems to be abandoned**

**1 resident liked the idea but did not want his name on petition**

**2 properties I could not get response from**

**This petition was done over period of 3 weeks at different times of the day to maximise people's work and possible holiday commitment**

**Regards,**

**Bill Oliver**