



**Clackmannanshire
Council**

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Kilncraigs, Alloa, Scotland, FK10 1EB (Tel.01259-450000)

Meeting of Clackmannanshire Council

Thursday 13 October 2016 at 10.00 am.

**Venue: Council Chamber, Kilncraigs,
Greenside Street, Alloa, FK10 1EB**

Contact Strategy and Customer Services, Clackmannanshire Council, Kilncraigs, Greenside Street, Alloa, FK10 1EB
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Date	Time
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Clackmannanshire Council

There are 32 Unitary Councils in Scotland. Clackmannanshire Council is the smallest mainland Council. Eighteen Councillors are elected to represent the views of the residents and businesses in Clackmannanshire. The Council has approved Standing Orders that detail the way the Council operates. Decisions are approved at the 9 weekly meetings of the full Council and at Committee Meetings.

The Council is responsible for approving a staffing structure for the proper discharge of its functions, approving new policies or changes in policy, community planning and corporate governance including standards of conduct.

The Council has further responsibility for the approval of budgets for capital and revenue expenditure, it also has power to make, alter or cancel any scheme made under statute and to make, alter or cancel any orders, rules, regulations or bye-laws and to make compulsory purchase orders. The Council also determines the level of Council Tax and approves recommendations relating to strategic economic development.

Members of the public are welcome to attend our Council and Committee meetings to see how decisions are made.

Details of all of our Council and Committee dates and agenda items are published on our website at www.clacksweb.org.uk

If you require further information about Council or Committee meetings, please contact Strategy and Customer Services by e-mail at customerservice@clacks.gov.uk or by telephone on 01259 452106 or 452004.

5 October 2016

A MEETING of the CLACKMANNANSHIRE COUNCIL will be held within the Council Chamber, Kilncraigs, Alloa, FK10 1EB, on THURSDAY 13 October 2016 at 10.00 am.

ELAINE McPHERSON
Chief Executive

B U S I N E S S

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1. Apologies	--
2. Declaration of Interests Elected Members are reminded of their obligation to declare any financial or non-financial interest which they may have in any item on this agenda in accordance with the Councillors' Code of Conduct. A Declaration of Interest form should be completed and passed to the Committee Officer.	--
3. Confirm Minutes of Meeting held on 8 September 2016 (Copy herewith)	07
4. Committee Meetings Convened Since the Previous Council Meeting on 08/09/16 <i>(For information only)</i> <ul style="list-style-type: none">• Audit & Finance Committee on 15 September 2016• Regulatory Committee on 20 September 2016• Planning Committee on 22 September 2016• Local Review Body on 22 September 2016• Clackmannanshire Licensing Board on 27 September 2016	--
5. Committee Recommendations Referred to Council – report by the Chief Executive (Copy herewith)	13
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11. Public Bodies' Climate Change Duties: Clackmannanshire Council Annual Report – report by Head of Development and Environment (Copy herewith)	53

EXEMPT INFORMATION

It is considered that the undernoted report be treated as exempt from the Council's general policy of disclosure of all papers by virtue of Schedule 7A, Part 1, Paragraph 9 of the Local Government (Scotland) Act 1973. It is anticipated (although this is not certain) that the Council will resolve to exclude the press and public during consideration of this item.

12. Property Review 2016/17 – report by Head of Development and Environment (Copy herewith)	85
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Clackmannanshire Council – Councillors and Wards

Councillors

Wards

Councillor	Tina Murphy	1	Clackmannanshire West	SNP
Councillor	George Matchett, QPM	1	Clackmannanshire West	LAB
Councillor	Les Sharp	1	Clackmannanshire West	SNP
Councillor	Jim Stalker	1	Clackmannanshire West	LAB
Councillor	Donald Balsillie	2	Clackmannanshire North	SNP
Councillor	Archie Drummond (Suspended w.e.f. 25/04/16)	2	Clackmannanshire North	SNP
Councillor	Walter McAdam, MBE	2	Clackmannanshire North	SNP
Councillor	Bobby McGill	2	Clackmannanshire North	LAB
Provost	Derek Stewart	3	Clackmannanshire Central	LAB
Councillor	Graham Watt	3	Clackmannanshire Central	LAB
Councillor	Gary Womersley	3	Clackmannanshire Central	SNP
Councillor	Janet Cadenhead	4	Clackmannanshire South	LAB
Councillor	Kenneth Earle	4	Clackmannanshire South	LAB
Councillor	Ellen Forson	4	Clackmannanshire South	SNP
Councillor	Craig Holden	4	Clackmannanshire South	SNP
Councillor	Alastair Campbell	5	Clackmannanshire East	CONS
Councillor	Irene Hamilton	5	Clackmannanshire East	SNP
Councillor	Kathleen Martin	5	Clackmannanshire East	LAB

Appointed Members (3)

Rev Sang Y Cha	Church of Scotland
Father Michael Freyne	Roman Catholic Church
Pastor David Fraser	Scottish Baptist Church

Nb. Religious representatives (Appointed Members) only have voting rights on matters relating to the discharge of the authority's function as education authority.



MINUTES OF MEETING of the CLACKMANNANSHIRE COUNCIL held within the Council Chamber, Patons Building, Kilncraigs, ALLOA, FK10 1EB, on THURSDAY 8 SEPTEMBER 2016 at 10.00 am.

PRESENT

Provost Derek Stewart (In the Chair)
Councillor Donald Balsillie
Councillor Janet Cadenhead
Councillor Alastair Campbell
Councillor Kenneth Earle
Councillor Ellen Forson
Councillor Irene Hamilton
Councillor Craig Holden
Councillor Kathleen Martin
Councillor George Matchett, QPM
Councillor Walter McAdam, MBE
Councillor Bobby McGill
Councillor Tina Murphy
Councillor Jim Stalker
Councillor Graham Watt
Councillor Gary Womersley

IN ATTENDANCE

Elaine McPherson, Chief Executive
Garry Dallas, Executive Director
Stephen Coulter, Head of Resources and Governance
Stuart Crickmar, Head of Strategy and Customer Services
Ahsan Khan, Head of Housing and Community Safety
May Martindale, Assistant Head of Social Services (Child Care)
Gordon McNeil, Head of Development and Environment
Stuart McQueen, Solicitor, Clerk to the Council
Lindsay Sim, Chief Accountant
Chris Sutton, Service Manager, Social Services

Intimation

The Provost intimated that a Kirkin' of the Council Service has been arranged for Sunday 9 October 2016 at 11.00 am in Sauchie and Fishcross United Free Church. Elected Members will receive formal notification of arrangements in due course.

Late Report – City Deal

Before the start of business, in line with Standing Order 11.6, the Provost advised that due to special circumstances a late paper would be included in the agenda as agenda item 8 and would be considered as a matter of urgency.

CC(16)64 APOLOGIES

Apologies for absence were received from Councillor Les Sharp.

CC(16)65 DECLARATIONS OF INTERESTS

None.

**CC(16)66 MINUTES OF MEETING OF CLACKMANNANSHIRE COUNCIL -
11 AUGUST 2016**

The minutes of the meeting of the Clackmannanshire Council held on 11 August 2016 were submitted for approval.

CC(16)57 Committee Matters and Spokespersons – Amendment to item (e)

Councillor Earle stated that he had nominated Councillor Jim Stalker as Spokesperson for Business and Enterprise and Councillor Janet Cadenhead as Spokesperson for the Voluntary Sector and had not nominated the positions of Depute Provost and Chair of the Audit and Finance Committee as indicated in the minutes.

Decision

Subject to the above amendment, the minutes of the meeting of the Clackmannanshire Council held on 11 August 2016 were agreed as a correct record of proceedings and were signed by the Provost.

(Addendum to Minute Record: The records of the Clerk of the Meeting having been checked, signify that as part of the moving of the paper by Councillor McGill, seconded by Councillor Watt, recommendation (e) was agreed by the Meeting to the effect that the two new spokesperson roles created be carried out by the Depute Provost and the Chair of the Audit and Finance Committee respectively, as recorded in the original Minute. No separate motion nominating individual Councillors was put to that Meeting.)

**CC(16)67 COMMITTEE MEETINGS CONVENED SINCE THE PREVIOUS COUNCIL
MEETING ON 11 AUGUST 2016**

The Council agreed to note the Committee meetings that had taken place since the last ordinary meeting on 11 August 2016.

- (i) Scrutiny Committee on 18 August 2016
- (ii) Planning Committee on 25 August 2016
- (iii) Local Review Body on 25 August 2016
- (iv) Clackmannanshire Licensing Board on 30 August 2016

CC(16)68 BUDGET STRATEGY UPDATE

A report was submitted by the Depute Chief Executive which maintained Council's regular update on the Council's Budget Strategy. The report also provided an update on progress with the implementation of workforce related savings agreed in the Council's budget on the 23 February 2016, revisions to approved 2016/17 savings and the latest information on the timing of the Draft Scottish Budget announcement.

Motion

That Council notes the information set out in the report (recommendation 2.1 (a) to (f)) and approves the proposed amendments to the 2016/17 budget as detailed in paragraph 4.3 of the report (recommendation 2.2 of the report).

Moved by Councillor Bobby McGill. Seconded by Councillor Graham Watt.

Voting

Voting on recommendation 2.1

The Council agreed unanimously to support recommendations (a) to (f) set out at paragraph 2.1 of the report.

(i) Voting on recommendation 2.2 – proposed amendments to the 2016/17 Budget:

The Council agreed unanimously to support recommendation 2.2 as set out in paragraph 4.3 (bullet point 1) of the report to remove saving MCB061 (Home to school transport move to statutory school limits).

(ii) Voting on recommendation 2.2 – proposed amendments to the 2016/17 Budget:

On a division of 9 votes to 7, the Council agreed to support recommendation 2.2 as set out in paragraph 4.3 (bullet point 2) of the report to remove A9 (Heritage Improvements) from the approved Capital Programme.

Decision

Accordingly, the Council agreed to note recommendations (a) to (f) (paragraph 2.1):

- (a) the potentially revised timing of the Scottish Spending Review (as set out at paragraph 3.2 of the report)
- (b) early information on key aspects of the Scottish Spending Review and local government settlement (as set out at paragraph 3.3 of the report).
- (c) the intention to refresh financial planning assumptions and scenario planning for the 13 October 2016 Council meeting (as set out at paragraph 4.1 of the report).
- (d) progress with implementing 2016/17 planned savings (as set out at paragraph 4.2 of the report).
- (e) arrangements for reporting recent discussions with trade union representatives in respect of Redeployment Policies and Procedures and Unsocial Hours (as set out at paragraph 4.4 of the report).
- (f) the current position with regards both targeted voluntary redundancy and voluntary severance (as set out at paragraphs 4.5 to 4.7 and Exhibits 1-4 of the report);

and agreed to approve the proposed amendments to the 2016/17 Budget as detailed in paragraph 4.3 of the report to

- Remove saving MCB061 (Home to school transport move to statutory school limits) to reduce approved revenue savings of £139k in 2017/18 and £84k in 2017/18.
- Remove A9 (Heritage improvements) from the approved Capital Programme to reduce planned capital investment in the Alloa Cluster by £330I in 2016/17 and £11k in 2017/18.

Action

Depute Chief Executive

CC(16)69 CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2015-16

A report was submitted by the Chief Social Work Officer which provided an overview of the key priorities, challenges and achievements related to the delivery of Social Services in 2015-2016.

The Chief Social Work Officer Report is submitted annually to Council for consideration.

Motion

That Council notes the information set out in the Chief Social Work Officer Annual Report for 2015-16.

Moved by Councillor Graham Watt. Seconded by Councillor Janet Cadenhead.

Decision

Having commented on and challenged the report, the Council agreed to note the information set out in the Chief Social Work Officer Annual Report for 2015-16.

CC(16)70 ADVICE SERVICES

A report was submitted by the Head of Housing and Community Safety which recommended supporting the Citizen's Advice Bureau (CAB) to provide additional money advice services whilst reconfiguring the services provided by the Council to concentrate on early preventative work.

Motion

That Council agrees the recommendations set out in the report.

Moved by Councillor Janet Cadenhead. Seconded by Councillor Kathleen Martin.

Decision

The Council agreed unanimously to :

- (i) Transfer £17k from the Housing Revenue Account staffing budget to the CAB grant budget to enable CAB to further develop its money advice services; and
- (ii) Reconfigure Council services to focus on early intervention and prevention activities.

Action

Head of Housing and Community Safety

CC(16)71 CITY DEAL

A report was submitted by the Chief Executive as a late item of business. The purpose of the report was to bring to Council's attention some very recent developments in respect of Clackmannanshire Council's potential involvement in City Deal and to seek approval for Council engagement in the Initiative.

A copy of the report was made available to all elected members as a late item.

In terms of Standing Order 11.7, the Provost agreed to accept this item onto the agenda for the following reasons:

- (a) The City Deal initiative is fast moving and the Council needs to take a view on its involvement as soon as possible to allow meaningful and effective engagement.
- (b) Various meetings and discussions being led by other parties are taking place in the coming weeks and Council endorsement of the involvement of the Leader is important.
- (c) A delay of a further month until the next Council meeting could be detrimental to the area's prospects under City Deal.

Motion

That Council agrees the recommendations set out in the report.

Moved by Councillor Graham Watt. Seconded by Councillor Donald Balsillie

Decision

The Council agreed unanimously:

- (a) To work as an equal partner with Stirling Council and other relevant organisations on the City Deal Initiative.
- (b) That the Council Leader should be the Council spokesperson for City Deal and, as such, represent the Council politically on the matter.
- (c) To note that officers are having preliminary discussions with their counterparts in Stirling Council on the development of potential business cases under the auspices of City Deal.
- (d) To note that a member briefing is scheduled for 13 September 2016 which will provide fuller information on City Deal and the opportunities it could offer for new collaborative approaches to improving the regional economy of which Clackmannanshire is a part.
- (e) To note that a more detailed update report on City Deal will be brought to a future meeting of Council.

Action

Chief Executive

Ends 1205 hrs

Report to: Clackmannanshire Council

Date: 13 October, 2016

Subject: Committee Recommendations Referred to Council

Report by: Chief Executive

1.0 Purpose

- 1.1 The purpose of this report is to seek Council approval of recommendations which have been made by the Audit and Finance Committee on 15 September, 2016.
- 1.2 Under the Council's decision-making framework, Council has delegated certain matters to committees and has reserved certain powers. Included in the latter are the approval of main policies and strategies (Scheme of Delegation 3.2), the approval of budgets (Scheme of Delegation 3.19) and the spending of money not budgeted for (Scheme of Delegation 3.20).
- 1.3 Standing Order 8.4 requires that where a committee passes a report to Council, the full committee report shall not be included again on the council agenda and that officers should prepare a brief report that refers to the relevant committee report and recommendation(s).

2.0 Recommendations

2.1 It is recommended that Council:

1. from the **Audit and Finance Committee of 15 September, 2016** in relation to the report entitled "*External Audit Final Report to Members on the 2015/16 Audit*"
 - Approves the final amended Accounts for 2015/16
2. from the **Audit and Finance Committee of 15 September, 2016** in relation to the report entitled "*Council Financial Performance 2016/17 – June Outturn*"
 - Approves the additional funding of £150k for the Scottish Welfare Fund from the underspend within Housing and Community Safety
3. from the **Audit and Finance Committee of 15 September, 2016**, in relation to the report entitled "*Social Services Finance Report*"

- Approves the Child Care External Placements provider uplift request from Seamab and consider appropriate governance
- Approves the creation of the £2 million Earmarked Reserve for Social Services in 2016/17

2.2 The minute and reports relating to these items are available on the Members' Portal.

3.0 Sustainability Implications

NA

4.0 Resource Implications

4.1. The financial implications of these are all referred in the source Committee reports.

4.2. *Staffing Implications*

There is no impact on the Council's establishment

5.0 Declarations

5.1 The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Our Priorities

Our communities are more cohesive and inclusive
 Vulnerable people and families are supported
 The Council is effective, efficient and recognised for excellence

(2) **Council Policies** (Please detail) N/A

6.0 Equalities Impact

6.1 N/A

7.0 Legality

7.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes


8.0 Appendices

8.1 None

9.0 Background Papers

a) Agenda, together with Minute of the Audit and Finance Committee of 15 September, 2016

Author(s)

NAME	DESIGNATION	SIGNATURE
Elaine McPherson	Chief Executive	

CLACKMANNANSHIRE COUNCIL

Report to: Clackmannanshire Council

Date of Meeting: 13 October, 2016

Subject: Political Balance & Committee Membership

Report by: Chief Executive

1.0 Purpose

1.1 The purpose of this report is to:

- a) advise Council of a change in the political balance of the Council and of the implications of that change for the Council's political decision-making framework;
- b) advise Council of a resignation from the Audit & Finance Committee.

2.0 Recommendations

2.1 It is recommended that Council:

- a) notes that Councillor Archie Drummond has intimated to the Chief Executive that he is no longer an Independent councillor and that he has joined the SNP political group;
- b) notes the impact of that on the Council's political balance generally and specifically the implications in respect of the membership of certain Council committees;
- c) agrees to the changes in the membership balance of the Audit & Finance Committee, the Planning Committee and the Regulatory Committee as set out in this report;
- d) notes that Councillor Janet Cadenhead has intimated to the Chief Executive her resignation as Chair of the Audit & Finance Committee and as a member of that Committee;
- e) appoints a member of the SNP group to each of the: Audit and Finance, Planning and Regulatory committees to take the place of a member of the Labour group;
- f) appoints a new Chair of the Audit & Finance Committee; and

- g) appoints to any consequential vacancies which may arise as a result of any of the foregoing recommendations.

3.0 Background & Considerations

3.1 The Council agreed its approach to political balance in May of 2012 in advance of the Council taking decisions on which party should hold the political administration.

3.2 The general principles which underpin the guidance on political balance are that (insofar as is practicable):

- a) not all the seats on the body are allocated to the same political group;
- b) the majority of the seats on the body is allocated to a particular political group if the number of people belonging to that group is a majority of the authority's membership; and
- c) subject to paragraphs (a) and (b) above, the number of seats on the body allocated to each political group bears the same proportion to the total of all the seats on the body as is borne by the number of members of that group to the membership of the authority.

3.3 Councillor Archie Drummond has notified me that he has joined the SNP political group. This means that the overall political balance on the Council shifts as follows:

FROM

Labour – 8 (44%)
SNP – 8 (44%)
Conservative – 1 (6%)
Independent – 1 (6%)

TO

Labour – 8 (44%)
SNP – 9 (50%)
Conservative – 1 (6%)

The percentage figures in brackets represent the proportion of all members each political group represents.

3.4 Applying this changed political balance to the Council's decision-making framework suggests the following consequential changes to the membership of Council committees:

- Audit & Finance Committee - change from 4 Administration and 3 Opposition to 3 Administration and 4 Opposition; single member from outwith the main opposition and the Administration unchanged
- Planning - change from 5 Administration and 4 Opposition to 4 Administration and 5 Opposition; single member from outwith the two main parties unchanged

- Regulatory – change from 4 Administration and 3 Opposition to 3 Administration and 4 Opposition; single member from outwith the two main parties unchanged

3.5 Council is also advised that Councillor Janet Cadenhead has intimated to me that she has resigned both as Chair of the Audit & Finance Committee and as a member of that Committee. Council is, therefore, invited to appoint a new chair of that Committee.

4.0 Sustainability Implications - N/A

5.0 Resource Implications – N/A

6.0 Exempt Reports

6.1 Is this report exempt? No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Our Priorities

The Council is effective, efficient and recognised for excellence

8.0 Equalities Impact

8.1 N/A

9.0 Legality

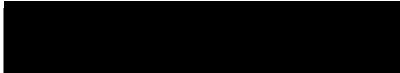
9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices - None

11.0 Background Papers –

Report to Council of 17 May, 2012 – Political Balance
 Report to Council of 1 June, 2012 – The Council’s Political Decision-Making Framework
 Report to Council of 2 June, 2016 – The Council’s Political Decision-Making Framework
 Email to Chief Executive from Councillor Cadenhead, October, 2016

Author(s):

NAME	DESIGNATION	
Elaine McPherson	Chief Executive	

CLACKMANNANSHIRE COUNCIL

Report to Council

Date of Meeting: 13th October, 2016

Subject: Budget Strategy Update

Report by: Depute Chief Executive

1.0 Purpose

- 1.1. The purpose of this report is to maintain Council's regular update on the approved Budget Strategy. This report also provides an update on financial planning assumptions and the associated potential impact on the indicative funding gap in 2017/18, and progress with the implementation of workforce related savings agreed in the Council's Budget on the 23rd February 2016.

2.0 Recommendations

2.1 It is recommended that Council notes:

- a. the potential timing of the Scottish Draft Budget (paragraph 3.4)
- b. information on key aspects of the Scottish Government's Programme for Scotland 2016/17 which provides an indication of budget priorities (paragraphs 3.6 and 3.7)
- c. the refresh of financial planning assumptions and the indicative funding gap impacts in 2017/18 (Tables 1 and 2 and paragraphs 4.1 to 4.5)
- d. the proposals in respect of implementing Community Matters, Clackmannanshire Council's participatory budgeting pilot (paragraphs 4.6 to 4.9)
- e. progress in the discussions with trade union representatives on the implementation of unsocial hours changes in terms and conditions which were agreed as part of the 2016/17 Budget (paragraphs 4.10 to 4.12)
- f. progress with regards the implementation of workforce related savings in 2016/17 in respect of Targeted Voluntary Redundancy and Voluntary Severance (paragraphs 4.13 to 4.16).

2.2 It is recommended that Council approves:

- a. delegation of authority to senior managers to identify and include additional posts in the TVR pool during 2016/17 to provide potential compensatory

savings for those not implemented to date (paragraph 4.16)

- b. capital funding of £69k to establish Community Matters, the Council's Participatory Budgeting pilot (paragraph 4.9).

3.0 Economic and Fiscal outlook

3.1 The latest information update provided by Fiscal Affairs Scotland covers:

- Brexit and Budget implications
- Scottish Government's Programme for Scotland 2016/17
- Fraser Allander Institute report on Scotland's Budget 2016.

3.2 Whilst it remains relatively early days following the outcome of the EU Referendum, the general impression from economic data and surveys published during August is that the UK economy has, at this stage, not been as badly affected as anticipated, if at all. Share prices remain relatively positive and sterling has recovered a little against the dollar.

3.3 Since Parliament reconvened, little detail has emerged from the UK Government on future budget plans. It is likely that the information will not now come forward until the UK Autumn Statement which has been confirmed for 23rd November.

3.4 The Scottish Cabinet Secretary for Finance has indicated that he 'would work incredibly hard to produce a draft budget in those three weeks after the Autumn Statement'. This would suggest that the Draft Scottish Budget would be published the week commencing 19th December. However, the Cabinet Secretary has not ruled out a possible delay until early January 2017.

3.5 As previously suggested, at this time, Council budget preparations will be well advanced, making any significant negative changes in the anticipated levels of funding challenging to accommodate.

3.6 In early September, the Scottish Government's programme of work, including its legislative programme was published. This provides some early indication of budget priorities. Key issues include:

- the top priority is to raise standards in schools and close the attainment gap
- a new £500m Scottish Growth Scheme is being established to support economic growth via small and medium sized enterprises over a three year period.
- Health budget to grow by £500m above inflation over the Parliament
- Police Budget to grow by £100m in line with inflation over the Parliament
- £572m of investment in affordable housing supply to be delivered in partnership with councils and housing associations.

- 3.7 There is little information on local government, though key issues raised are:
- the Council Tax freeze ends from April 2017
 - the Government intends to produce a Bill to decentralise local authority functions and budgets and democratise oversight to local communities, including delivery of 1% of council budgets being subject to Community Choices Budgeting.
- 3.8 On the 13th September, the Fraser Allander Institute (FAI) published its first annual briefing on the Scottish Budget. This report sets out a range of possible scenarios for the Scottish Budget under alternative outcomes for UK and Scottish fiscal policy. Some of its main findings are:
- Further real terms cuts to the Scottish Resource (Revenue) Budget between 2016/17 and 2020/21
 - Unprotected Budgets (of which local government is the largest) would experience a greater proportionate reduction in their Resource Budgets over this period
 - the outlook for capital spending is more positive.
- 3.9 Overall the report emphasises the difficulties anticipated with regards to Local Government funding in the future and concludes:

'Negotiations over the local government settlement are likely to be particularly challenging. The local authority funding settlement is thus likely to be a focus of political debate, not just over the level of resource but the future of local government generally and the relative balance of central government accountability and local autonomy.'

4.0 Budget Strategy Implementation

- 4.1 On the 8th September, elected members were informed that financial planning assumptions were being reviewed and that a refresh of the financial planning scenarios would be reported to the October 2016 Council meeting. The September Council report highlighted the following information that has been used as a reference point for the recent activity to refresh the financial planning assumptions set out in Table 1:
- The financial settlement may be of a similar order to that for 2016/17 Budget setting (in 2016/17 this equated to a 3.5% reduction nationally and 5% reduction for Clackmannanshire Council)
 - Pay negotiations have opened for 2017/18 and the opening position would, if agreed, represent a significantly greater increase than that currently assumed within the Council's financial planning scenarios
 - It is expected that The Programme for Government will reflect the manifesto commitments, for instance spend on early years childcare, protection for health and police etc

- The £250 million allocated to Health and Social Care Integration terms and conditions will be discussed between Scottish Government and COSLA. There is therefore, the potential for these to be varied from those applied in 2016/17. Additionally, the funding of full year costs associated with the cost of implementing the Living Wage will also form part of these negotiation discussions
- The £100 million funding to schools arising from council tax band multiplier changes is expected to be routed via councils with the requirement for this to be passported to schools. It has also been suggested that the £100 million should not be used to offset savings but should be in addition to what would otherwise have been spent in schools
- The Council Tax Freeze will end in 2017/18 allowing councils to increase Council Tax by up to 3% per annum to fund service delivery
- Revenue cost pressures arising from PPP school debt has been noted. It has also been highlighted that Scottish Futures Trust is seeking to concentrate PPP financing on fewer schemes by adopting a combined financing arrangement. The potential implications of this are being reviewed for Clackmannanshire.

4.2 Table 1 sets out the High, median and low scenarios' financial planning assumptions in each of the Council's key income and expenditure streams.

Table 1: Financial Planning Scenarios: Assumptions for 2017/18

Assumption	Low value	Median value	High Value
Reduction in General Revenue Grant	2%	5%	7%
Pay award (teaching and non-teaching staff)	1%	2%	4%
Council tax Income increase	1%	3%	3%
Social Services Growth 17/18	£2m	£3m	£4m
Fees and Charges	1%	2%	3%

4.3 Additional assumptions include the following for all scenarios:

- an annual allowance of £1.3m for contractual inflation and £1.2m for general pressures
- continuation of the Council's share of the additional £250 million funding in respect of HSCI
- an increase in the assumed Council Tax base of 150 properties
- estimates of growth for Social Services are based on current projected outturn. The 'Low' scenario assumes that as a minimum the additional £2million recommended by the Audit and Finance Committee of 15th September would need to be built into the base budget, then median scenario a potential £1million growth, then High value a potential £2 million growth

- in the absence of information on the impact of the scheduled Revaluation in 2017/18, NDR income is assumed to increase in line with the 3 year average increase in the poundage since 2013/14.

4.4 Table 2 below sets out the three scenarios. These suggest a potential range in the forecast gap of between ££7.5 million and £17.6 million for 2017/18. Whilst this briefing focuses on the potential range for 2017/18, work is also currently being undertaken to apply the same assumptions over the three year period to 2019/20 and this will be presented to Council in November.

Table 2: Summary of H, M and L financial planning assumption variables for 2017/18

Scenario	Low	Median	High
Net expenditure	118,572	122,188	124,705
Net funding	111,061	108,854	107,071
Indicative funding gap 2017/18	7,511	13,334	17,634

4.5 Realistically, it is highly unlikely that the actual outcome will reflect all high, median or low variables in a single option. However, it is considered prudent to plan for the most challenging scenario given the level of uncertainty and lack of detailed information at this stage.

Participatory Budgeting

4.6 In 2016/17, the Scottish Government introduced a Community Choices Fund to promote innovative approaches to Participatory Budgeting. Participatory Budgeting is recognised internationally as a way for local people to have a direct say in how, and where, public funds can be used to address local needs. Following application to the fund, the Council has been awarded £37,000 revenue funding (£6,000 of which is for support costs) to run a pilot, known as 'Community Matters'. The intention is to set up a Community Matters coordinating group to include community representatives and Council officers. The coordinating group will agree, guide and oversee the allocation of Community Choices funding to community projects using Participatory Budgeting principles..

4.7 For the purposes of the pilot, there will be 5 ward based localities each with their own Community Matters (CM) leads who will co-ordinate implementation. The coordinating groups will comprise representatives of the community council, other local groups and Clackmannanshire Council. Communities would be able to bid for capital for improvements to community assets as per current Community Development Fund guidelines, however, the £31,000 could be used much more flexibly dependant on community priorities, for instance to fund new equipment for toddlers groups, local youth clubs or teams, or for assistance with lunch clubs or activities for older people. Given the proposed blend of revenue and capital resourcing, Council officers would advise the co-ordinating groups to ensure that expenditure is correctly classified as either revenue or capital.

- 4.8 The grant award requires Clackmannanshire Council to match the £31,000 of funding allocated by the Scottish Government. In February 2016, the Council agreed £775,000 of capital funding for the Community Development Fund over the next five years. In 2016/17 £100,000 was budgeted against which applications could be made. To date, approximately half of the budgeted sum has been disbursed.
- 4.9 It is proposed that Council approves a sum of £69,000 of capital funding to add to the £31,000 revenue funding awarded by the Scottish Government. This would establish a substantial fund of £100,000 for Participatory Budgeting, potentially £20,000 per ward, to stimulate and encourage community engagement. The £69,000 would be funded by the balance of uncommitted funds on the Community Development Fund and the general underspend projected on the General Services capital programme for 2016/17. It is intended that an evaluation report will be presented to the Scrutiny Committee in 2017/18 detailing both the activity and impact of the arrangements implemented.

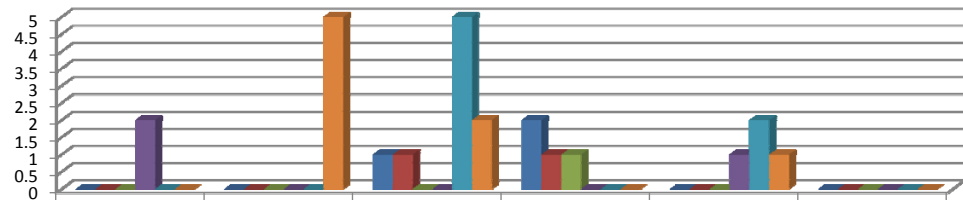
Terms and Conditions

- 4.10 In the 2015/16 Budget setting process, Council approved the commencement of formal negotiations with trade union representatives on redefining the working week. Council approval was additionally confirmed in the 2016/17 budget setting process when £363k of savings relating to redefining the working week, role flexibility and other terms and conditions were specified (Business case reference MCB 039).
- 4.11 Discussions have been taking place since October 2015. During the intervening period, management have presented a clear proposal which has been discussed with trade union representatives and is due to be discussed and presented by trade union representatives to their members at meetings which have been scheduled for 20th October 2016 at Alloa Town Hall.
- 4.12 Following these sessions, the trade unions will provide a formal response to the proposal and a paper will be submitted to Council detailing next steps. In the meantime, management have alerted staff to the potential changes in an article published on CONNECT on 20th September.

Managed contraction in the cost of employment

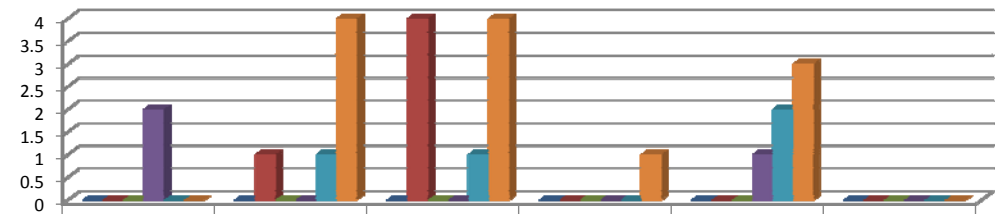
- 4.13 At present, 56 out of 57 TVR proposals have been approved by Executive Team for discussion with members of staff. These approved expressions of interest have now all been discussed with individual members of staff and this has resulted in 24 acceptances (10 Full Time and 14 Part Time), 24 rejections (18 Full Time and 6 Part Time), 8 members of staff are still to advise of their intentions and 1 is with the Council's Accountancy Section to determine financial viability. A breakdown of the acceptances and rejections by service and grade is set out in Exhibits 1 and 2 below.

Voluntary Redundancy - Acceptances



	Grade 1 - 2	Grade 3 - 4	Grade 5 - 6	Grade 7 - 8	Grade 9 - 10	Grade 11 - 12
Development and Environmental	0	0	1	2	0	0
Education Services	0	0	1	1	0	0
Housing and Community Safety	0	0	0	1	0	0
Resources and Governance	2	0	0	0	1	0
Social Services	0	0	5	0	2	0
Strategy and Customer Services	0	5	2	0	1	0

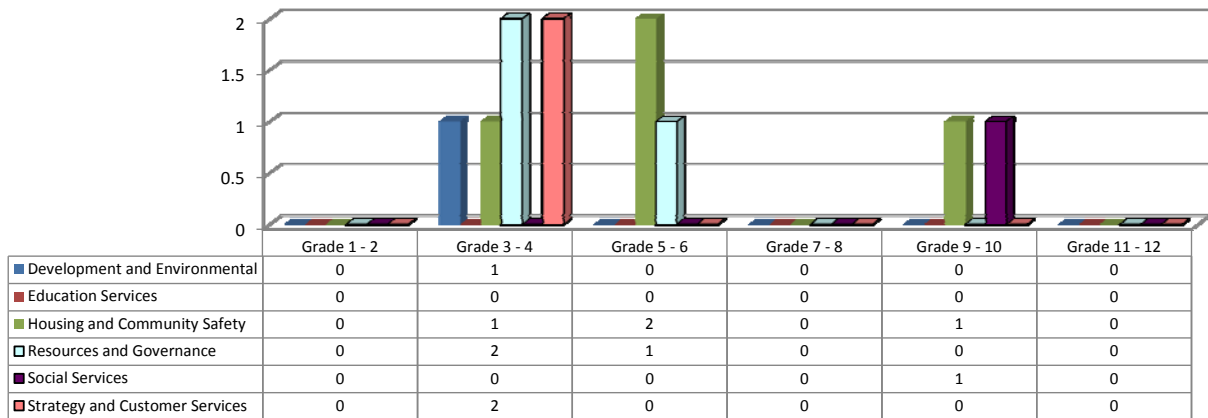
Voluntary Redundancy - Declined



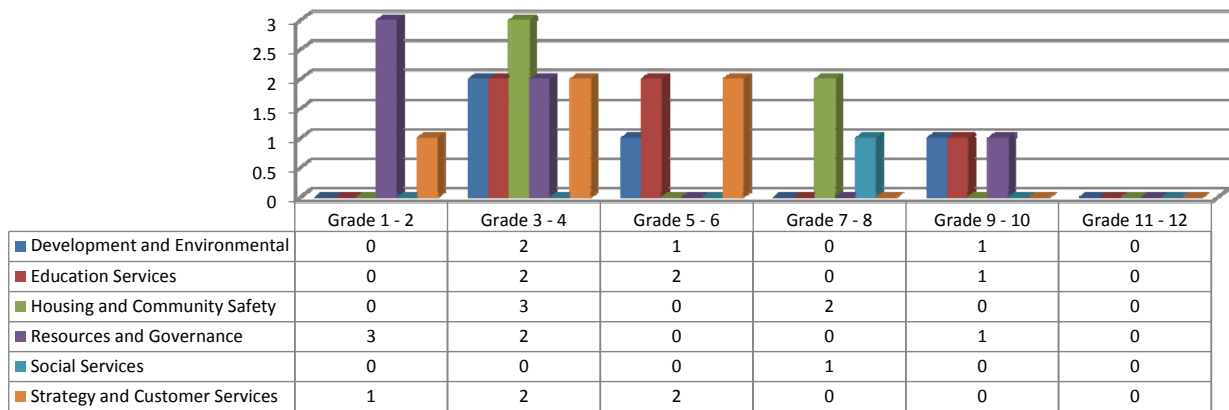
	Grade 1 - 2	Grade 3 - 4	Grade 5 - 6	Grade 7 - 8	Grade 9 - 10	Grade 11 - 12
Development and Environmental	0	0	0	0	0	0
Education Services	0	1	4	0	0	0
Housing and Community Safety	0	0	0	0	0	0
Resources and Governance	2	0	0	0	1	0
Social Services	0	1	1	0	2	0
Strategy and Customer Services	0	4	4	1	3	0

4.14 With the majority of TVR having been processed, the next batch of forms (numbering 162) has been issued to Falkirk Pensions. These relate to expressions of interest in Voluntary Severance (VS). To date, 55 VS applications have been approved for discussion with members of staff and to date there have been 11 acceptances (6 Full Time and 5 Part Time) and 26 rejections (15 Full Time and 11 Part Time). A further 62 forms are due to be returned by Falkirk LGPS and the remainder are at various stages of the VS Process. The breakdown of VS acceptances and rejections by service and grade are set out below.

Voluntary Severance - Acceptances



Voluntary Severance - Declined



4.15 In summary, at this stage 56 TVR and 55 VS applications have been approved for discussion with members of staff. To date this has resulted in 35 acceptances (24 TVR and 11 VS) and 50 refusals (24 TVR and 26 VS). This means that at this stage, based on leaving dates of staff, the Council has secured £360,643.17 of TVR savings and £171,227.50 VS savings against the budget savings of £1.154m and £400,000 respectively.

4.16 In light of the failure to deliver planned savings in 2016/17 to date, management has identified the potential to identify additional posts which could be considered for TVR. Council is, therefore, requested to delegate authority to senior managers during 2016/17 to identify additional posts for inclusion in the TVR pool. Consideration of such posts would be subject to the same 'clearing house' scrutiny as posts identified at the start of the year.

5.0 Conclusions

5.1 The report provides an update on the likely timing of the announcement of the Draft Scottish Budget. It also sets out the range of recently refreshed financial planning

assumptions which underpin the Council's financial scenario planning. The updated financial planning scenarios suggest a potential range of between £xm and £xm indicative funding gap for 2017/18. Work is currently being undertaken to extrapolate these assumptions over the three year financial planning period to provide a cumulative indicative funding gap for the November Council meeting.

- 5.2 The report also provides details of the Council's proposed Participatory Budgeting pilot, Community Matters and requests approval from Council for £69k of capital funding to add to the £31k revenue funding awarded by the Scottish Government.
- 5.3 A further update on the implementation of the Council's agreed 2016/17 workforce related savings is also provided. This has shown little movement since the September report to Council. On this basis, management has requested that Council delegates authority to officers to identify additional posts which might be included in the 'corporate pool' for TVR during the current financial year.
- 5.4 An update is also provided in respect of the ongoing discussions between management and trade union representatives to take forward the implementation of agreed savings in respect of unsocial hours and the associated terms and conditions.

6.0 Sustainability Implications

- 6.1. The Council's budget and its approval will allow services to deliver against sustainable outcomes.

7.0 Resource Implications

7.1. Financial Details

- 7.2. Finance have been consulted and have agreed the financial implications as set out in the report. **Yes**

7.3. Staffing above

8.0 Exempt Reports

- 8.1. Is this report exempt? **No**

9.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Council Policies(Please detail)

Budget Strategy

10.0 Equalities Impact

- 10.1 Have you undertaken the required equalities impact assessment to ensure that no

groups are adversely affected by the recommendations? N/A

11.0 Legality

11.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. **Yes**

12.0 Appendices

NONE

13.0 Background Papers

13.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

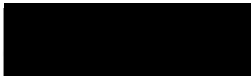
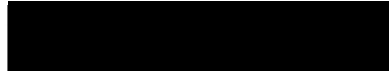
Council Budget 2016/17
Fiscal Affairs Scotland
TVR/VS

February 2016
September 2016
September 2016

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Approved by

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Report to Clackmannanshire Council

Date of Meeting: 13 October 2016

Subject: Clackmannan Regeneration Project

Report by: Head of Strategy & Customer Services

1.0 Purpose

- 1.1. The purpose of this report is to update Council on an award of £2 million for the regeneration of Clackmannan as part of the Scottish Government's Economic Development Fund.

2.0 Recommendations

- 2.1. It is recommended that Council notes and endorses the Clackmannan Regeneration Project.

3.0 Considerations

- 3.1. Clackmannanshire Council was awarded £2 million in grant funding on 26 September 2016 as part of the Scottish Government's Local Economic Development Fund to assist with the regeneration of Clackmannan. The funding will play a key role in the Longannet Economic Recovery Plan (ERP). The Longannet ERP and Clackmannan Community Action Plan have acted as catalysts to develop a tailored strategic response to issues highlighted in each and to build upon the opportunities available in Clackmannan.
- 3.2. The closure of Longannet Power Station in March 2016 has had a major impact on local communities in the area. About one-third of the workforce lived in Clackmannanshire based postcode areas and a number of significant supply chain impacts are being experienced.
- 3.3. Responses to the loss of well paid jobs in the area, where lack of jobs as well as low income levels are already an issue, combined with impact on local services are important strands of the ERP, developed as part of the Longannet Task Force deliberations. The closure of Longannet is impacting local employment, and therefore, a key aim of this project is to minimise adverse impacts through developing opportunities for employment, enterprise and economic regeneration.
- 3.4. Given Clackmannan is around 3.5 miles from Kincardine/Longannet, it is here that impacts are likely to be hard felt. The Council has worked in partnership

with a number of agencies, including Fife Council, to develop and take forward responses that restore community confidence and create opportunities for regeneration in the Upper Forth Bridgehead area. In doing this the aim is to build upon the considerable infrastructure investment that has taken place in recent years, including the construction of the Clackmannanshire Bridge and the reopening of the Alloa to Stirling rail passenger service (with potential expansion through Clackmannan to Dunfermline).

- 3.5. The Clackmannanshire Local Development Plan 2015 (LDP) seeks to encourage local employment opportunities that will reduce the need to travel, and assist in the physical regeneration of the area by making use of lower amenity and vacant buildings for business and community where other uses may not be suitable. The LDP defines the extent of the Clackmannan town centre and allocates part of Main Street/North Street, Clackmannan as a 'brownfield' opportunity. The LDP describes the key planning considerations for the site in seeking to create sustainable communities.
- 3.6. The £2 million Local Economic Development funding, together with capital funds already approved by Council and, as outlined in the Strategy & Regeneration Update, the potential for the construction of at least 35 social housing units, represents a considerable response aimed at mitigating adverse impacts of the Longannet closure.
- 3.7. The Regeneration Project, which is consistent with the objectives in the Clackmannan Community Action Plan, has been developed in partnership with Clackmannan Development Trust and the Community Council. Specific objectives therefore are to:
 - sustain and create opportunities for employment and enterprise, particularly for small business activity and exploit the potential for any promotion of tourist based links to Fife e.g. the coastal path and cycle network, related connections in industrial archaeology, and the railway;
 - improve the physical appearance and connectivity of the town centre to make it more attractive for investment, tourism and job opportunities;
 - enhance the historic townscape and the setting of the Clackmannan Conservation Area and its surrounds through sensitive change including environmental enhancements and bringing sites back into economic use;
 - improve access to more integrated local community services;
 - improve educational attainment, positive destinations and community learning and empowerment;
 - foster improved well-being through a more positive sense of place and community engagement.

- 3.8. It is expected to be a three year project overall, however, the £2M from the Local Economic Development funding will be used to support a number of infrastructural elements during 2016/17, including Town Centre Renewal, SME development, community amenities and enterprise, parking and the mitigation of congestion issues.
- 3.9. Each of these elements will support the Scottish Government's Regeneration Strategy and, in particular, address outcomes aimed at creating and supporting economically, physically and socially sustainable communities (Annex A of *Achieving a Sustainable Future*).
- 3.10. It should be noted that it is a requirement of the award that funding is spent or legally committed on or before the 31 March 2017. A further report will be brought to Council before the end of 2016 providing additional detail on planned expenditure.

4.0 Sustainability Implications

- 4.1. The Clackmannan Regeneration Project is consistent with the Scottish Government's Regeneration Strategy, *Achieving a Sustainable Future*.

5.0 Resource Implications

5.1. Financial Details

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

- 5.4. *Staffing – there are no direct staff implications.*

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box)

- The area has a positive image and attracts people and businesses
- Our communities are more cohesive and inclusive
- People are better skilled, trained and ready for learning and employment
- Our communities are safer

- Vulnerable people and families are supported
- Substance misuse and its effects are reduced
- Health is improving and health inequalities are reducing
- The environment is protected and enhanced for all
- The Council is effective, efficient and recognised for excellence

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

NONE

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

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Approved by

NAME	DESIGNATION	SIGNATURE
Stuart Crickmar	Head of Strategy & Customer Services	
Garry Dallas	Executive Director	

Report to: Council

Date of Meeting: 13 October 2016

Subject: Strategy & Regeneration Update

Report by: Head of Housing & Community Safety

1.0 Purpose

- 1.1. This report provides an update on the affordable housing programme and reports on the recent legislative changes introduced by the Housing (Scotland) Act, 2014.

2.0 Recommendations

- 2.1. It is recommended that Council:

2.1.1. Approves the draft Strategic Local Programme, including the shadow programme, for 2016/17 onwards to deliver new affordable housing as detailed in the report.

2.1.2. Approves Clackmannan as the preferred location for the site to be supported by the pension fund.

2.1.3. Approves £230,000 of the 2016/17 Housing Revenue Account budget of £1,530,000 to be earmarked to cover the refurbishment costs of properties purchased.

2.1.4. Notes the remainder of the report, commenting and challenging as appropriate.

3.0 Affordable Housing Supply Update

3.1. Since 2012 a total of around 370 houses have been, or are being, added to the stock of affordable housing in Clackmannanshire. 191 new builds were completed and 80 acquired through “off the shelf” purchase.

3.2. Included in this total of 370 are 130 units which could be added in 2016/17. 40 units have been completed to date, and 48 are on site at Alva. It is hoped that up to a further 42 can be acquired through off the self purchase. This looks to be the highest total of completions since at least 1997, which is as far back as can be checked with the records available.

	New homes complete	OTS complete	On site	Total
Council	86	78	0	164
RSL	77	2	85	143
National Housing Trust	28	0	14	42
Total	191	80	99	370

4.0 Affordable housing budget 2015/16

4.1. The total grant claimed at 31 March 2016 was £2,294,807, almost £96,000 over the original budget allocation of £2,199,000. The Town Centre Regeneration Fund allocation of £782,000 was also fully spent. Clackmannanshire was supported by the Scottish Government to overspend budget due to additional funds being made available. Spend for 2015/16 is fully broken down below.

Site	Tenure	Mix	Completion Date	Budget spend 2015/16
Redwell Place, Alloa	RSL KHA	1 unit 1 x 3 bed adapted	Dec 2015	£126,250 (+/- £0)
Delph Road, Tullibody	RSL KHA	27 units 6 x 1 bed flat 8 x 2 bed flat 9 x 2 bed hse 4 x 3 bed hse	Feb 2016	£912,805 (+/- £0)
Off the Shelf (OTS)	Council	15 units 3 x 1 bed 3 x 2 bed 8 x 3 bed 1 x 4 bed	March 2016	£614,750 (+£14,750)
Off the Shelf (OTS)	RSL OVHA	2 units	March 2016	£60,000 (- £30,000)
Ann Street, Tillicoultry (former community centre)	RSL KHA	4 units 4 x 2 bed flat	June 2016	£250,800 (- £29,200)
Primrose Place, Alloa	RSL KHA	16 x flats Mid market rent	TBA	£142,702 (- £47,298)
Delph Road, Tullibody Ph 2	RSL KHA	28 TBA	TBA	£187,500 (land) (+£187,500)
			TOTAL	£2,294,807

5.0 Affordable Housing Programme

- 5.1. The Affordable Housing Investment Programme (AHIP) allocation for Clackmannanshire for 2016/17 is £3.654 million, an increase of two thirds on the budget for last year. The overarching Strategic Housing Investment Plan (SHIP), which sets the strategic policy context for the development programme, is due to be updated and submitted to the Scottish Government by 30 November 2016. The revised document will be reported to the next Council. The outline programme based on the current SHIP (2014/19) is set out below and is recommended for approval (along with the shadow programme) set out at paragraph 5.4. The tables below shows the projected programme for the next four years, including the allocation for 2016/17 and the Resource Planning Assumption (RPA) for future years (this allocates a minimum budget, which is likely to increase, but which allows some certainty to help with commissioning the future programme). The Scottish Government is looking for a 25% over-commitment to the programme.

Projects by Year

2016-17		Allocation £3,654,000		
Project	Units	Site Start	Completion	
Kingdom HA Primrose Place	16	May-16	May-17	
Council OTS	15	July-16	March-17	
Ochil View OTS	6	Sept-16	March-17	
Kingdom Park Street, Tilli	8	June 17	2018/19	
Pension Fund Clackmannan	35	Feb -17	2019/20	
Kingdom Delph Road Ph 2	31	Mar-17	June 2018	
45-51 Nethergate (Council refurb)	4	Feb-17	March-17	
Kingdom OTS newbuild	21	Nov-16	March-17	
OVHA Todd's Yard Ph 2	12	March-17	2018/19	
Total	148		Est Spend	£4,353,000

2017-18			RPA* £2,923,000	
Project	Units	Site Start	Completion	
Lock-up sites (Paragon HA)	20	2017/18	2018/19	
Kingdom Park Street, Tilli.	8	June-17	2018/19	
Kingdom Delph Road, Ph2	31	Mar- 17	June 18	
OVHA Todds Yard, Ph 2	12	March- 17	2018/19	
Kingdom Clackmannan	12	2017-18	2018/19	
Total	83		Est Spend	£3,721,000

2018-19			RPA* £2,192,000	
Project	Units	Site Start	Completion	
Paragon Lock-up sites	20	2017-18	2018/19	
Kingdom Primrose St, Ph 1	25	2018-19	TBA	
Kingdom - Clackmannan	12	2017-18	2018/19	
The Pension Fund, Clackmannan	35	Feb- 17	2019/20	
Total	92		Est Spend	£4,173,000

2019-20			RPA* £1,462,000	
Project	Units	Site Start	Completion	
Kingdom Primrose St, Ph 1	25	2019-20	2020-21	
OVHA Elm Grove, Ph 1	20	2019-20	2020-21	
Total	45		Est Spend	£3,330,000

**RPA Resource Planning Assumption*

- 5.2. The following paragraphs provide a brief update on each of the projects, which are either completed or planned to start in the next year.

- 5.2.1. Fairfield, Sauchie. The 19 units on this site were completed and handed over to the Council at the beginning of August 2016.
- 5.2.2. Primrose Place, Alloa. The development of 16 mid market rent flats on this town centre site is underway, with a projected completion date of May 2017.
- 5.2.3. Council OTS purchases. Six 'Off the Shelf' properties have been bought to date with more in the pipeline.
- 5.3. Brief details of the projects planned beyond 2017 are set out below.
- 5.3.1. Ochil View OTS. At its meeting in November 2015, the Housing, Health and Care Committee supported Ochil View Housing Association's proposal to acquire up to 3 properties on the open market. Ochil View successfully purchased two properties in 2015/16 and Members are asked to note proposals for the AHIP to fund Ochil View to acquire up to 6 more properties. This has been supported in principle by the Scottish Government and will help to maximise the grant spend and units achieved in Clackmannanshire, attracting a Government grant of around £40,000 per unit purchased.
- 5.3.2. Pension Fund. The Scottish Government remains supportive of the Falkirk Pension Fund mandate to invest £30m into affordable housing. It has not proved possible to reach agreement on the site previously considered at Sauchie West. Discussions are now underway regarding a private site in Clackmannan and Castle Rock Edinvar, the RSL responsible for the project, is optimistic that negotiations to deliver the 35 units will shortly be concluded. Details are commercially sensitive but can be supplied to members separately. The Scottish Government may also be required to provide additional infrastructure grant to enable the development to proceed.
- 5.3.3. Members are asked to approve Clackmannan as the preferred location for the affordable housing supported by the pension fund. This would be the first new social housing units to be built in Clackmannan in some years. The Pension Fund monies will deliver around 35 units as part of a larger site with capacity for around 70 units. Members are asked to note that the ongoing discussions have highlighted that there is potential for some additional social rented units on the site, which could be funded from the mainstream SLP budget. Details will be reported to a future meeting should negotiations be successful.
- 5.3.4. Delph Road, Tullibody phase 2. Kingdom Housing Association purchased this site in March 2016 to deliver a second phase of housing and has produced plans for a further 31 units. A site start is scheduled for February 2017.
- 5.3.5. 45 - 51 The Nethergate, Alva. Barony Housing Association (now part of the Wheatley Group) has agreed to transfer this four in a block property to the Council at nil value, and the legal process is underway. The Scottish Government has indicated it will provide around £35,000 in grant funding to the Council to support the refurbishment of the four properties to meet the Scottish Housing Quality Standard.
- 5.3.6. Lock-up site at Gartmorn Road, Sauchie. A feasibility study will be commissioned for this site, which will be developed by Paragon Housing

Association, who own adjacent properties. It is possible that the land sale can be concluded prior to the end of the financial year, which could increase our budget spend if necessary.

- 5.3.7. Park Street, Tillicoultry. This small site was formerly known as Ann Street Phase 2. Land assembly is progressing, with acquisition of two areas of land underway, to allow Kingdom to develop 8 units on the site.
- 5.3.8. Primrose Street, Alloa. This site, effectively phase 2 of the town centre redevelopment, will follow on from development at Primrose Place, currently on site with Kingdom. Feasibility work continues on the options for phase 2.
- 5.3.9. Todd's Yard, Sauchie, phase 2. This site is owned by Ochil View, who completed 16 houses on the site in 2012. Ochil View is seeking to work in partnership with Kingdom to develop a further 12 units on this site, starting early in 2017/18.
- 5.3.10. Clackmannan. Kingdom is looking at opportunities to provide around 10 units in the town.
- 5.3.11. Elm Grove, Alloa. This site, owned by Ochil View, was removed from the programme at the Housing, Health and Care Committee in April 2015. However, it is now felt that a mixed tenure development, potentially including mid-market rent and low cost home ownership, would assist with the ongoing regeneration of the area whilst making a contribution to unmet housing needs. Ochil View is seeking to work in partnership with Kingdom Housing Association on this.

Shadow Programme (Potential Sites)

- 5.4. It is inevitable that some priority sites will prove unable to be developed for various reasons, such as ground conditions or financial viability. To help avoid slippage in the main programme, or in the event of additional Scottish Government funding being made available, potential sites are included in the 'shadow' programme. These sites, which Members are approving in principle as part of the programme, may be substituted or added to the main programme, should the opportunity arise.
- 5.5. The Scottish Government is very much in favour of this approach as it allows us additional flexibility to help ensure that the number of units and spend in Clackmannanshire is maximised. Below is a list of sites identified to date, however, it should be noted that the Council and its RSL partners are actively looking for further opportunities. Other proposals, including purchasing units from a developer, may be brought forward in addition to those listed. Any such sites will be reported to Council.
- 5.5.1. The Orchard, Tullibody. This HRA-owned site was in the main programme but has been placed in the shadow programme pending further consultation and agreement on school provision in the area. The site capacity is around 12 units to replace the demolished block of flats.

- 5.5.2. Forest Mill. The section 75 agreement sets a requirement for 22% of the 1,250 homes to be affordable. There are no affordable homes programmed by the developer in phase 1 or 2, so it is likely that it will be several years before affordable housing can be expected on this site.
- 5.5.3. Former FV College, Sauchie. A section 75 agreement for 7 affordable houses exists for this site, which currently has no active developer.
- 5.5.4. Craigview Shop, Sauchie. There is a commitment to conduct a feasibility study on this site. This could be progressed with Ochil View as it owns adjacent properties.
- 5.5.5. Devonpark Mills, Devonpark. This is a small site that has previously been in the programme but was removed because of site constraints. It is currently being marketed for sale by the Council, but has been placed on the shadow programme in case an affordable development solution can be delivered.
- 5.5.6. Burnside, Clackmannan. As highlighted in 5.4.3 above, there is potential for additional social rented units to be added to the pension fund houses being progressed by Castle Rock Edinvar.

Other Developments

- 5.6. It should also be noted that the following two affordable housing sites are funded over and above the main programme:-
 - 5.6.1. Tigh Grian, Alva. The 48 highly energy efficient 'greener' homes are scheduled for completion by November 2016. The development is a joint project through the developer Tigh Grian with Link and Paragon Housing Associations.
 - 5.6.2. The Glen, Coalsnaughton, NHT phase 2. Hadden Construction is due to start on site with a further 14 units for Mid Market Rent, with completion in 2017/18.

6.0 Progress Against Target Spend

- 6.1. The welcome increase in funding for development does provide some challenges in finding sites and bringing forward developments quickly enough to ensure the annual target spend is met. The Scottish Government's priority is for in-year spend and it has confirmed that any underspend will have to be diverted to another council area early enough in the financial year to enable national targets to be met.
- 6.2. Following the delay in developing the site at the Orchard, Tullibody, the Council approved an increase in the off the shelf programme, using budget previously identified for lock-up development sites, to maximise its contribution to meeting the spend target. At present, there is spend commitment of around £2.6M. The additional steps being taken to address the potential shortfall are set out below.

Development Partners

- 6.3. In 2013, following Ochil View's withdrawal from actively developing new projects when grant rates were reduced, a new RSL partner was required. Kingdom Housing Association took on that role and has proved to be a very able, flexible and innovative partner, both in building its own units and assisting the Council complete the units at Tillicoultry in a very short timescale. The intention, as will be set out the Strategic Housing Investment Plan (SHIP) is to continue to work with Kingdom in order to increase its housing stock to enable it to become a significant landlord in the area.
- 6.4. As reported in March, the Scottish Government has doubled the housing development budget for Clackmannanshire for this year, up from £1.8M to £3.65M. At the same time grant rates were increased. The three person equivalent grant rate is now £70k per unit for RSLs (£72k for energy efficient, greener standard properties) and £57k per unit for local authorities.
- 6.5. Following this increase in grant rates Ochil View expressed a desire to build more new units. In furtherance of this aim, it has entered into an agreement for Kingdom to manage its development work, instead of appointing its own in-house team. At this time, Ochil View can assist to meet the increased development target with the sites currently in its ownership at Todd's Yard, Sauchie and Elm Grove, Alloa. It is intended that these sites should be added to the strategic programme.
- 6.6. Kingdom has also been asked to accelerate its on site and planned development, to maximise spend. In addition, it is actively pursuing other options including potential purchase of some off the shelf units direct from a developer to ensure the spend target is met.

7.0 Infrastructure Fund

- 7.1. The Scottish Government has created an Infrastructure Fund to support housing development. Up to £50 million will be made available this financial year to help unlock sites to maximise house building activity. A number of local sites which could benefit from this funding have been identified and are actively being discussed with the Scottish Government and RSL partners.

8.0 Third Party Referrals to Private Rented Housing Panel

- 8.1. The Housing (Scotland) Act, 2014 introduced an amendment to existing Repairing Standard legislation, the minimum standard required of a private rented property. The amendment allows a Third Party, specifically a local authority, to make an application to the Private Rented Housing Panel (PRHP) on behalf of a tenant (with or without their consent) where it is felt the property does not meet the minimum standard. Previously an application could only be made by the tenant.
- 8.2. Following an application, a decision will be taken by the PRHP on whether the landlord has complied with the duty. If necessary the Panel may instruct the

landlord to carry out necessary repairs and a range of enforcement powers can be put in place if the landlord does not comply.

- 8.3. This new power available to the Council could be beneficial in certain situations but is not a statutory requirement. At present, Housing Services is not adequately resourced to make applications on behalf of private tenants, given the volume of work which will be involved in the process. This position will be reviewed in the future but, in the meantime, we will continue to advise private tenants how to make their own applications to the PRHP.

9.0 Sustainability Implications

- 9.1. The supply of new affordable housing helps in the Council's commitment to reduce carbon emissions from inefficient housing. The Tigh Grian project in Alva will provide 48 new homes to gold energy standards and the Council will pursue the inclusion of renewable technology in newbuild where feasible.
- 9.2. The RSL units in the programme are being built to particularly high energy standards which comply with the Scottish Government's 'greener' standard, which attracts an additional £2,000 grant per unit.

10.0 Resource Implications

Financial Details

There are a number of opportunities being explored which will enable the Council to expand the 2016/17 programme to fully spend the Scottish Government allocation of £3.654m.

The forward programme shown in 5.2 demonstrates that the Council is working to develop a strong future programme where we will be in a better position to take advantage of additional funding made available. Indeed, the Scottish Government has requested that councils over-commit programmes by 25% to allow for slippages elsewhere. In the past, this Council has benefitted from taking up slippage from other areas.

In June 2016, Council approved the transfer of £1.53m from the 2017/18 HRA Capital Budget to 'Off the Shelf' house purchases in 2016/17. To enable an extension to the OTS refurbishment contract with external company Keepmoat, it is recommended that elected members approve a split in the budget. It is proposed that the £1,530,000 budget is split to include budgets of £1,300,000 for house purchases and £230,000 to cover refurbishment costs.

- 10.1. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes
- 10.2. Finance has been consulted and has agreed the financial implications as set out in the report. Yes

Staffing

10.3. There are no staffing implications arising from this report

Exempt Reports

10.4. Is this report exempt? Yes (please detail the reasons for exemption below) No

Declarations

10.5. The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

- | | |
|--|-------------------------------------|
| The area has a positive image and attracts people and businesses | <input checked="" type="checkbox"/> |
| Our communities are more cohesive and inclusive | <input checked="" type="checkbox"/> |
| People are better skilled, trained and ready for learning and employment | <input type="checkbox"/> |
| Our communities are safer | <input type="checkbox"/> |
| Vulnerable people and families are supported | <input checked="" type="checkbox"/> |
| Substance misuse and its effects are reduced | <input type="checkbox"/> |
| Health is improving and health inequalities are reducing | <input checked="" type="checkbox"/> |
| The environment is protected and enhanced for all | <input type="checkbox"/> |
| The Council is effective, efficient and recognised for excellence | <input checked="" type="checkbox"/> |

(2) **Council Policies** (Please detail)

11.0 Equalities Impact

11.1. Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes

No

12.0 Legality.

12.1. It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers.

Yes

13.0 Appendices

13.1. None

14.0 Background Papers

14.1. Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered).


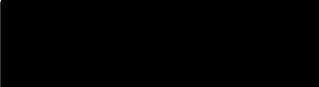
Yes (please list the documents below)

No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Kate Fleming	Housing Strategy Officer	2361
Susan White	Devt and Regen Team Leader	2421

Approved by

NAME	DESIGNATION	SIGNATURE
Ahsan KHAN	Head of Housing	
Nikki Bridle	Deputy Chief Executive	

Report to Council

Date of Meeting: 13 October 2016

**Subject: Street Lighting LED Lantern Replacement Programme
Acceleration**

Report by: Head of Development & Environment

1.0 Purpose

- 1.1. To update Council on progress with the LED Lantern Replacement Programme, seek Councils approval to accelerate the programme and the associated energy and revenue savings through the programme and street light dimming.

2.0 Recommendations

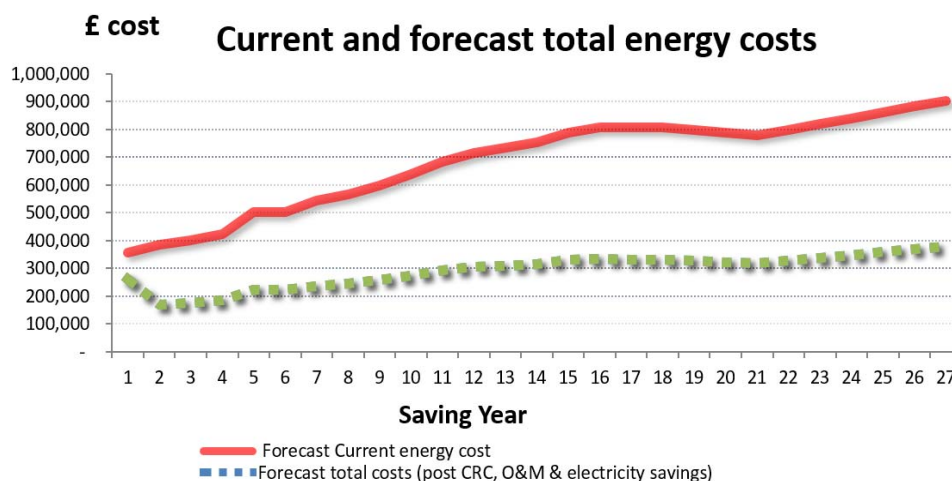
It is recommended that Council approve :

- 2.1. Amendments to the Council's Capital Programme to increase the funding available for the street lighting LED lantern replacement in financial years 2016/17 and 2017/18 as set out in paragraph 3.6.
- 2.2. Dimming of street lights to 75% luminance between midnight and 6 am.
- 2.3. Application to, and acceptance of a Scottish Government backed interest free loan of £400,000 from SALIX Ltd as part funding towards the Street Lighting Replacement Programme.

3.0 Considerations

- 3.1. The Street Lighting Replacement Programme aims to replace halogen lanterns with modern, energy efficient LED lanterns that reduce energy costs by half, reduce the maintenance through life expectancy of the lanterns and improve the lumination visibility on our roads.
- 3.2. As of April 2016 around 1,500 of the Council's 8,900 lanterns had been replaced with modern LED equivalents. Installations in Clackmannan and Tullibody are complete, resulting in a saving of £60,000 in the energy savings. Lessons learned during the early implementation phase have resulted in subsequent phases being generally well received by the public.

- 3.3. Currently the programme is focused on Tillicoultry and replace all lanterns and those columns approaching the end of their service life, within selected areas.
- 3.4. The Council has approved a Capital Programme to roll-out of the LED lanterns, for completion during 2021. The Service has been working with the Scottish Futures Trust (SFT) to determine the benefits of accelerating this programme. Based on an accelerated completion date of March 2018, the estimated energy saving would be £73,000 per annum for the next two years. This would enable the full programme saving from April 2018, as opposed to April 2021. The figure below offers an illustration of the potential savings.



- 3.5. The approved capital budgets for street lighting replacement are shown in table 3.5.

Table 3.5 – Approve Capital Budgets

Project	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000
Street Lighting Improvements	975	875	225	225	400
Replacement Lighting Columns	265	250	250	250	250
Total	1240	1125	475	475	650

- 3.6. The amendments proposed would bring forward the 2018/19 – 2020/21 street light improvement funding of £850,000 into the financial year 2016/17, £400,000 and 2017/18, £450,000.

Table 3.6 – Proposed Accelerated Budget

Project	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000
Street Lighting Improvements	1375	1325			
Replacement Lighting Columns	265	250	250	250	250
Total	1640	1575	250	250	250

- 3.7. The £400,000 for 2016/17 would be obtained from the SALIX loan fund. This is an interest free Scottish Government backed loan, available to local authorities to support efficiency measures. Taking this option would be financially advantageous as this amount of capital would be interest free as

opposed to incoming capital borrowing charges. The £450,000 sought in 2017/18 is proposed to be funded from underspend of the 2016/17 capital programme accrued into 2017/18, as reported to the Finance & Audit Committee in September 2016.

3.8. **Maintenance**

Halogen lanterns require replacement and maintenance on average every 3 years. LED lanterns require minimum maintenance or replacement and are guaranteed for ten years but have an expectant life of twenty years. The accelerated programme will also bring forward potential revenue savings from reduced maintenance. These savings are estimated at £30,000 in 2017/18 and a further £30,000 from 2018/19.

3.9 **Dimming of Street Lighting**

At present street lights are set at the same lumination at all times. This proposal includes an element of reduced spend associated with the dimming of street lights to 75% lighting output between midnight and 6am. This approach is being adopted by a number of Scottish Authorities, following a change to Standards BS 5489 and BS EN 13201. This approach would generate £15,000 of energy savings per annum on LED lanterns (£7,000 in 2017/18). A further benefit of dimming is the additional 10% of carbon reduction savings achievable.

3.10 The cumulative revenue savings through acceleration of the LED Lantern Replacement Programme, reduced maintenance costs and dimming of street lighting is set out below totalling up to £220,000 over 2 years.

Table 3.10 – Estimated Savings

	Annual Savings 2017/18	Annual Savings 2018/19	Total Savings	Annual CO2 Savings (Tonnes)
Energy Without Dimming	£73,000 (Electricity)	£72,000 (Electricity)	£156,600	739
Energy With Dimming	£80,000 (Electricity)	£80,000 (Electricity)	£172,750	812
Future Street Lighting Maintenance	£30,000 (Revenue)	£30,000 (Revenue)	£70,000	
Total Savings (with Dimming)	£110,000	£110,000	£220,000 (over 2 years)	1600

4.0 **Sustainability Implications**

4.1. The accelerated project will result in an annual reduction of around 800 tonnes of carbon dioxide emissions from April 2018, significantly contributing to the Council's duty under the Climate Change (Scotland) Act to reduce greenhouse gas emissions.

4.2. Replacement of existing lanterns with modern LED equivalents will result in a reduction of energy usage by up to 55% per lantern. This will limit the effects of future energy cost increases.

5.0 Resource Implications

5.1. *Financial Details*

5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.4. *Staffing*

5.5. There are no staffing implications arising from this report.

6.0 Exempt Reports

6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

- | | |
|--|-------------------------------------|
| The area has a positive image and attracts people and businesses | <input checked="" type="checkbox"/> |
| Our communities are more cohesive and inclusive | <input type="checkbox"/> |
| People are better skilled, trained and ready for learning and employment | <input type="checkbox"/> |
| Our communities are safer | <input checked="" type="checkbox"/> |
| Vulnerable people and families are supported | <input type="checkbox"/> |
| Substance misuse and its effects are reduced | <input type="checkbox"/> |
| Health is improving and health inequalities are reducing | <input type="checkbox"/> |
| The environment is protected and enhanced for all | <input checked="" type="checkbox"/> |
| The Council is effective, efficient and recognised for excellence | <input checked="" type="checkbox"/> |

(2) **Council Policies** (Please detail)

The Sustainability and Climate Change Strategy includes a priority to reduce our contribution to climate change, Street Lighting Policy

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

None

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Scott Walker	Roads & Street Lighting Team Leader	Extension : 2612
Debbie Carter	Service Change Coordinator	Extension : 6689

Approved by

NAME	DESIGNATION	SIGNATURE
Gordon McNeil	Head of Development & Environment	
Garry Dallas	Executive Director	

Report to Council

Date of Meeting: 13th October 2016

Subject: Public Bodies' Climate Change Duties: Clackmannanshire Council Annual Report

Report by: Head of Development & Environment

1.0 Purpose

- 1.1. This report gives an overview of Clackmannanshire Council's compliance with its climate change duties, with measures to improve performance relating to sustainability and climate change.

2.0 Recommendations

It is recommended that Council :

- 2.1. Approve the report on Clackmannanshire Council's progress in delivering its climate change duties (Appendix 1), for submission to the Scottish Government.

3.0 Background

Public bodies' climate change duties annual report

- 3.1. Clackmannanshire Council has duties under Section 44 of the Climate Change (Scotland) Act to contribute to reducing Scotland's greenhouse gas emissions; to contribute to helping Scotland adapt to a changing climate; and to act in the way that it considers most sustainable. The Act gave the Scottish Ministers powers to require public bodies to report on their compliance with these duties.
- 3.2. The Climate Change (Duties of Public Bodies: Reporting Requirements) Order requires public bodies to report annually on their compliance with the duties. This requirement applies from financial year 2015/16 onwards: Appendix 1 contains Clackmannanshire Council's report for 2015/16, which must be submitted by 30 November 2016.
- 3.3. Since 2009, Clackmannanshire Council has reported annually its Climate Change and Sustainability performance on a voluntarily basis, through Scotland's Climate Change Declaration and through a trial year of reporting relating to the above Act. In recent years these reports have been analysed

by the Sustainable Scotland Network, and have been published on their website.

4.0 Considerations

- 4.1. The reporting duties are set out in Schedule 2 of the order, and cover the following: governance, management and strategy; emissions, targets and projects; adaptation and procurement. Sections 4.2 – 4.5 detail the Council's current position and performance.
- 4.2. *Governance, management and strategy*
 - 4.2.1. The report sets out Clackmannanshire Council's governance and management arrangements relating to climate change: the main governance body for climate change scrutiny was the Enterprise and Environment Committee, while the management of climate change activity was (and remains) mostly through Development & Environment and Resources & Governance. In the future progress will be detailed in service performance reports to Scrutiny Committee.
 - 4.2.2. The report shows that Clackmannanshire Council addresses climate change issues through a number of its plans and strategies; those which are not currently covered will be amended as strategies are updated. The council has a number of tools available for assessing and addressing climate change and sustainability impacts – such as strategic environmental assessment and a sustainability checklist.
- 4.3. *Corporate emissions*
 - 4.3.1. The report shows that Clackmannanshire Council's greenhouse gas emissions reduced by 2% in 2015/16 compared to 2014/15, and just under 3% compared to 2013/14. The council does not currently have specific targets for greenhouse gas emissions from its operations, but reductions are planned through street lighting and vehicle fuel use.
 - 4.3.2. The report shows that the main source of greenhouse gas emissions from Clackmannanshire Council's activities is electricity consumption - for street lighting and buildings - comprising 57% of the footprint; the next two most significant sources are gas (28%) and fleet diesel (11%).
 - 4.3.3. Projects to replace traditional street lighting with LEDs led to a reduction in electricity consumption from this source; however energy (both gas and electricity) consumption in Council buildings rose in 2014/15.
 - 4.3.4. In order to manage and reduce greenhouse gas emissions a Carbon Management Plan is being drafted to be brought before Council over the coming months.
- 4.4. *Adaptation*
 - 4.4.1. Climate change adaptation is defined by the Scottish Government as "the adjustment in economic, social or natural systems in response to actual or expected climatic change, to limit harmful consequences and exploit beneficial opportunities." Climate change is already happening and we are already

starting to feel some effects. In the short to medium term, climate change in Clackmannanshire means:

	Change	Impact
A	Warmer, wetter winters and hotter, drier summers	Health; drought/water shortages; wildfires; subsidence.
B	More severe and extreme weather events.	Property, land and individuals Health Energy, Transport and Telecommunication services. Negative impact upon the local economy
C	Rising sea levels and increased storm surges.	As above

4.4.2. The report shows that the Council has started to assess the risks that climate change pose to its services and its customers through its flood prevention work both locally and regionally.

4.5. *Procurement*

4.5.1. Procurement is singled out in the Climate Change (Scotland) Act for its potential to contribute to the climate change duties and targets. Although the Council has a sustainable procurement policy, this area needs developed. Our aim for 2016/17 will be to establish systems to record the impact of procurement policies and practices on the council's climate change duties.

4.6. *Validation*

The guidance for the 2015/16 submission includes requirements for the validation of information and the importance of introducing internal and/or external arrangements to help ensure the quality of figures and information contained in the climate change report. Internal Audit will help meet the validation requirements by providing assurance on the accuracy and authenticity of the 2015-16 data in the report. Internal Audit have provided assurance that there are no significant emerging findings, and will accompany the submission to the Scottish Government.

4.7. Areas for Development

4.7.1. Steps are already in place to improve our performance. The following details areas of improvement that are being developed and implemented. Updates on progress will be reported in future reports to Scrutiny Committee.

- Building sustainability into training, learning and education through PRDs and competencies in conjunction with the introduction of "Sustainable Ways of Working Guidance", to make clear to staff and managers how they can contribute to the Council's sustainability and climate change objectives in their day-to-day work.
- Using tools and assessment methods such as the Scottish Government's Climate Change Assessment Tool (CCAT) to assess compliance with the public bodies' climate change duties.
- Revising the Sustainability and Climate Change Strategy and adopt a Carbon Management Plan.

- Building Climate Change and adaptation duties within our business planning guidance and procurement practices.

5.0 Sustainability Implications

- 5.1. The recommendations in this plan will enable the Council to better meet its sustainability and climate change duties. They are also likely to result in fewer adverse impacts on the environment, a reduction in greenhouse gas emissions, and better preparedness for the likely impacts of a changing climate.

6.0 Resource Implications

6.1. *Financial Details*

- 6.2. There are no direct financial implications as a result of the recommendations set out in the report.

- 6.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

6.4. *Staffing*

- 6.5. To be developed and introduced with existing resources

7.0 Exempt Reports

- 7.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

8.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box)

- | | |
|--|-------------------------------------|
| The area has a positive image and attracts people and businesses | <input type="checkbox"/> |
| Our communities are more cohesive and inclusive | <input type="checkbox"/> |
| People are better skilled, trained and ready for learning and employment | <input type="checkbox"/> |
| Our communities are safer | <input checked="" type="checkbox"/> |
| Vulnerable people and families are supported | <input type="checkbox"/> |
| Substance misuse and its effects are reduced | <input type="checkbox"/> |
| Health is improving and health inequalities are reducing | <input type="checkbox"/> |
| The environment is protected and enhanced for all | <input checked="" type="checkbox"/> |
| The Council is effective, efficient and recognised for excellence | <input checked="" type="checkbox"/> |

- (2) **Council Policies** (Please detail)

9.0 Equalities Impact

9.1. Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

10.0 Legality

10.1. It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

11.0 Appendices

11.1. Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 : 2014/15 Public bodies' Climate Change Duties Report

Appendix 2 : Proposed Sustainability Test

12.0 Background Papers

12.1. Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Ian Doctor	Regulatory Service Manager	Extension : 2577

Approved by

NAME	DESIGNATION	SIGNATURE
Gordon McNeil	Head of Development & Environment	
Garry Dallas	Executive Director	

1 PROFILE OF REPORTING BODY

1a Name of reporting body

Provide the name of the listed body (the "body") which prepared this report.

Clackmannanshire Council

1b Type of body

Local Government

1c Highest number of full-time equivalent staff in the body during the report year.

2124

1d Metrics used by the body.

Specify the metrics that the body uses to assess its performance in relation to climate change and sustainability.

Metric	Unit	Value	Comments
Floor area	M ²	119150	
Population size served	Population	51360	

1e Overall budget of the body (£).

Specify approximate £/annum for the report year

118948000.00

Comments

1f Specify the report year type.

Financial (April to March)

1g Context

Provide a summary of the body's nature and functions that are relevant to climate change reporting.

Clackmannanshire Council is the smallest mainland local authority in Scotland, covering an area of 159 square km. Clackmannanshire Council is responsible for providing a range of public services, including: education, social care, roads and transport, economic development, housing and planning, environmental protection, waste management, and cultural and leisure services. More information about the organisation can be found on its website, www.clacksweb.org.uk

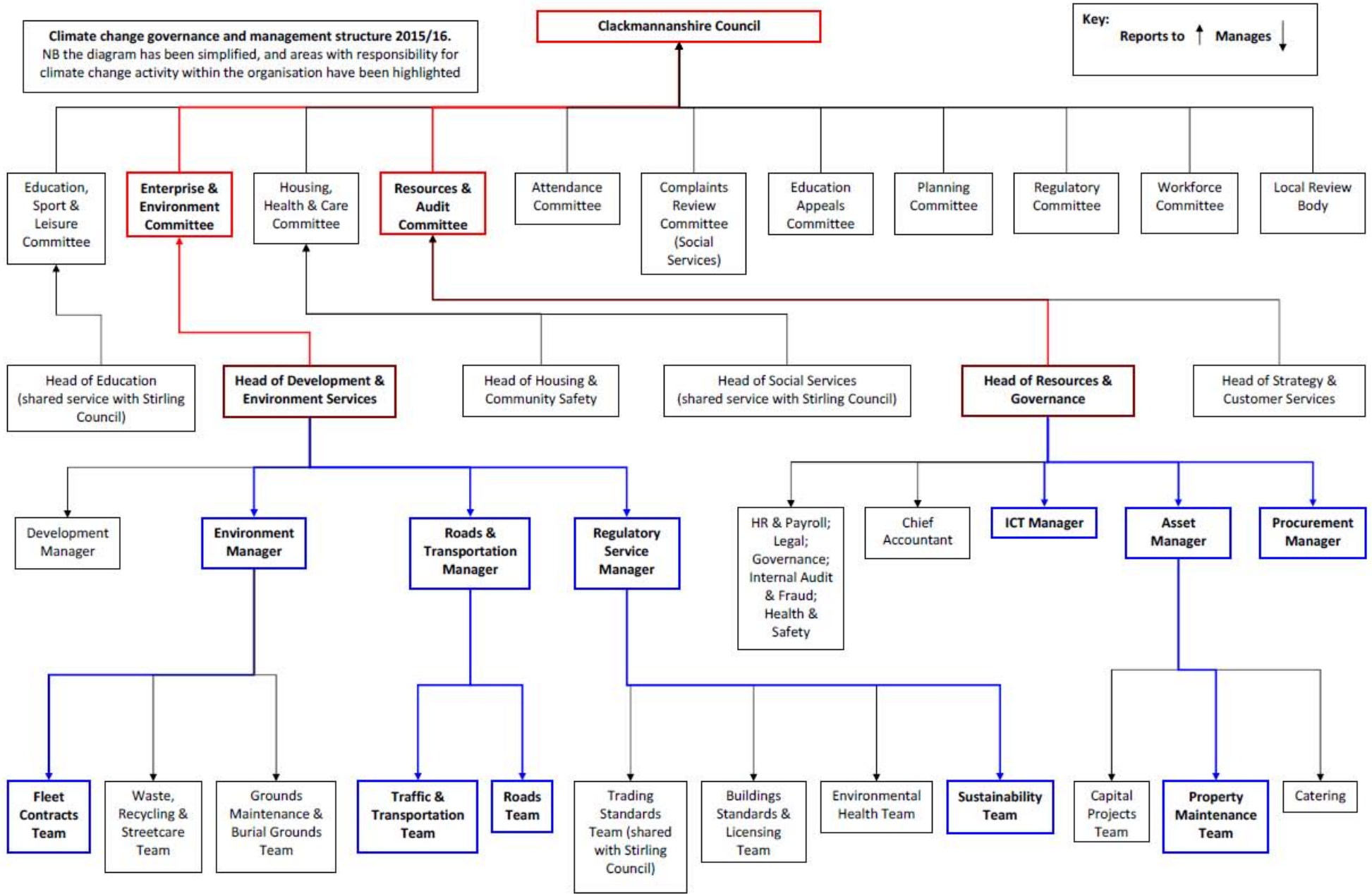
2 GOVERNANCE, MANAGEMENT AND STRATEGY

Governance and management

2a How is climate change governed in the body?

Provide a summary of the roles performed by the body's governance bodies and members in relation to climate change. If any of the body's activities in relation to climate change sit outside its own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify these activities and the governance arrangements.

In 2015/16, the Development and Environment Service (which includes the remit for sustainability, corporate approaches to climate change mitigation and adaptation, roads and transportation, street lighting and fleet) reported to the Enterprise and Environment Committee. This included twice yearly performance reports, twice-yearly progress update reports, and the agreement of business plans for the service. Likewise the Resources and Governance Service (which includes responsibilities for buildings and ICT) reported to, and had its business plan agreed by, the Resources and Audit Committee. In some circumstances, these committees had to refer their decisions to the full Council: for example, the approval of main policies and strategies. The Clackmannanshire Council is made up of 18 Councillors: 9 Scottish National Party, 8 Labour, 1 Conservative.



2b How is climate change action managed and embedded by the body?

Provide a summary of how decision-making in relation to climate change action by the body is managed and how responsibility is allocated to the body's senior staff, departmental heads etc. If any such decision-making sits outside the body's own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify how this is managed and how responsibility is allocated outside the body.

Clackmannanshire Council is structured as six services: Development & Environment; Resources & Governance; Housing & Community Safety; Strategy & Customer Services; Education; and Social Work (these last two services were shared with Stirling Council, but this arrangement is being phased out, starting in 2015/16, and expected to be complete in 2016/17). Under each Head of Service are a number of Service Managers; the following remits are relevant to climate change:

Under the Head of Development & Environment: the Regulatory Service Manager is responsible for, inter alia, the Sustainability Team, which leads on climate change mitigation and adaptation, and sustainability action - this includes both strategy and implementation; the Roads and Transportation Service Manager's remit includes staff travel and street lighting; the Environment Service Manager is responsible for fleet and for waste management. In 2015/16 the Home Energy Strategy function and Home Energy Advice Team were brought into Sustainability Team from Housing and Community Safety.

Under the Head of Resources and Governance: the Asset Manager is responsible for energy and water consumption in buildings, capital projects, and cleaning and caretaking; the ICT Service Manager is responsible for the organisation's ICT systems and assets; and the Procurement Manager is the focal point for providing specialist advice, guidance, support and leadership on all procurement-related matters. This includes tendering and EU procurement, ensuring due diligence is applied to all procurement with EU/UK legislation (procurement is a responsibility that is devolved to each service).

All Council and Committee reports have a "sustainability implications" section, to be completed based on a best value & sustainability checklist: this is intended to ensure that decision makers take climate change and sustainability impacts into account. Guidance on business planning within the Council expects services to highlight any actions which will have a significant impact on the Council's responsibilities in relation to sustainability. The Sustainable Scotland Network's e-learning module on the public bodies' climate change duties is available to all staff.

Strategy

2c Does the body have specific climate change mitigation and adaptation objectives in its corporate plan or similar document?

Provide a brief summary of objectives if they exist.

Objective	Doc Name	Doc Link
We effectively tackle the causes and effects of climate change	Taking Clackmannanshire Forward: Corporate Priorities 2012-2017	http://www.clacksweb.org.uk/site/documents/makingclackmannanshirebetter/takingclackmannanshireforwardcorporapriorities20122017/

2d Does the body have a climate change plan or strategy?*If yes, provide the name of any such document and details of where a copy of the document may be obtained or accessed.*Clackmannanshire Sustainability and Climate Change Strategy: <http://www.clacksweb.org.uk/document/2858.pdf>**2e Does the body have any plans or strategies covering the following areas that include climate change?***Provide the name of any such document and the timeframe covered.*

Topic area	Name of document	Link	Time period covered	Comments
Adaptation				An approach to climate change adaptation has been developed. A next step is to develop an Adaptation Strategy.
Business travel	Strategic Travel Plan	http://www.clacksweb.org.uk/transport/counciltravelplan/	2012-2017	The travel plan addresses all modes of transport for visitors, commuting and business journeys. The overall aim of the travel plan is to demonstrate the impact each individual journey has on the environment, community and transport network to allow everyone to make an informed choice regarding transport in the Clackmannanshire area.
Staff Travel	Strategic Travel Plan	http://www.clacksweb.org.uk/transport/counciltravelplan/	2012-2017	The travel plan addresses all modes of transport for visitors, commuting and business journeys. The overall aim of the travel plan is to demonstrate the impact each individual journey has on the environment, community and transport network to allow everyone to make an informed choice regarding transport in the Clackmannanshire area.
Energy efficiency	Carbon Management Plan	http://www.clacksweb.org.uk/site/documents/environment/localauthoritycarbonmanagementprogrammestrategyimplementationplan/	2011-2016	Officers have undertaken a review of the Carbon Management Plan and a revised plan is being drafted.
Fleet transport	Fleet Asset Management Plan	http://www.clacksweb.org.uk/document/meeting/227/541/4283.pdf	2013-2018	Includes the objective of "a fleet which is efficiently run, maximises value for money, is environmentally and energy efficient and contributes directly to delivering year on year reductions in greenhouse gas emissions

2e Does the body have any plans or strategies covering the following areas that include climate change?

Provide the name of any such document and the timeframe covered.

Topic area	Name of document	Link	Time period covered	Comments
Information and communication technology	ICT Strategy	http://www.clacksweb.org.uk/site/documents/informationtechnology/informationandcommunicationstechnologyictstrategy/	2012-2017	One of the aims is "to use ICT to enable modern, smarter ways of working which enhance the ability of the Council to serve the needs of its citizens while reducing our impact on the environment". Includes a commitment to "improve our sustainability", including through reducing power requirements, and thus energy consumption, and re-use of equipment.
Renewable energy				The Clackmannanshire Local Development Plan includes policies on renewable energy
Sustainable/renewable heat				The Clackmannanshire Local Development Plan includes a policy on decentralised energy, which includes district heating. Clackmannanshire Council has taken part in the Heat Network Partnership for Scotland's Local Authority District Heating Strategy Programme, and has undertaken work towards producing a district heating strategy
Waste management	Zero Waste Strategy	http://www.clacksweb.org.uk/document/meeting/227/485/3866.pdf	2012-2022	Addresses waste in Clackmannanshire as a whole, rather than in the Council's own operations. Addresses 7 main issues, one of which is Climate Change
Water and sewerage				Water and sewerage is expected to be covered in the revised Carbon Management Plan.
Land Use	Local Development Plan	http://www.clacksweb.org.uk/property/developmentplanupdate/	2015-2035	Strategic environmental assessment was used in the preparation of the Local Development Plan to ensure that the plan and its policies contribute to reducing greenhouse gas emissions and climate change adaptation.
Other (state topic area covered in comments)	Biodiversity Action Plan	http://www.clacksweb.org.uk/document/4519.pdf	2012-2017	Addresses the impacts of climate change on biodiversity, and the role of ecosystems in adapting to climate change.

2f What are the body's top 5 priorities for climate change governance, management and strategy for the year ahead?

Provide a brief summary of the body's areas and activities of focus for the year ahead.

- Rationalisation and remodelling of the Sustainability Team
- Re-define governance and reporting structures for climate change activity following disestablishment of committees in June 2016
- Revise the Sustainability and Climate Change Strategy and implement 2016/17 actions
- Meet the requirements of the Procurement Reform (Scotland) Act
- Adopt and implement Sustainable Ways of Working Guidance

2g Has the body used the Climate Change Assessment Tool (a) or equivalent tool to self-assess its capability / performance?

If yes, please provide details of the key findings and resultant action taken.

(a) This refers to the tool developed by Resource Efficient Scotland for self-assessing an organisation's capability / performance in relation to climate change.

No.

Further Information

2h Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to governance, management and strategy.

Moving the home energy efficiency function into the Sustainability Team brings together two related policy areas, and formalises existing informal joint working practices. Clackmannanshire Council has been one of the most successful local authorities in Scotland in delivering home energy efficiency measures, according to a recent report by Citizens' Advice Scotland <http://www.cas.org.uk/publications/taking-temperature>

3 EMISSIONS, TARGETS AND PROJECTS

Emissions

3a Emissions from start of the year which the body uses as a baseline (for its carbon footprint) to the end of the report year.

Complete the following table using the greenhouse gas emissions total for the body calculated on the same basis as for its annual carbon footprint /management reporting or, where applicable, its sustainability reporting. Include greenhouse gas emissions from the body's estate and operations (a) (measured and reported in accordance with Scopes 1 & 2 and, to the extent applicable, selected Scope 3 of the Greenhouse Gas Protocol (b)). If data is not available for any year from the start of the year which is used as a baseline to the end of the report year, provide an explanation in the comments column.

(a) No information is required on the effect of the body on emissions which are not from its estate and operations.

(b) This refers to the document entitled "The greenhouse gas protocol. A corporate accounting and reporting standard (revised edition)", World Business Council for Sustainable Development, Geneva, Switzerland / World Resources Institute, Washington DC, USA (2004), ISBN: 1-56973-568-9.

Reference Year	Year	Scope1	Scope2	Scope3	Total	Units	Comments
Baseline carbon footprint	2013/14	3623	5902	242	9767	tCO2e	
Year 1 carbon footprint	2014/15	3846	5581	276	9703	tCO2e	
Year 2 carbon footprint	2015/16	3792	5017	684	9493	tCO2e	

3b Breakdown of emission sources

Complete the following table with the breakdown of emission sources from the body's most recent carbon footprint (greenhouse gas inventory); this should correspond to the last entry in the table in 3(a) above. Use the 'Comments' column to explain what is included within each category of emission source entered in the first column. If, for any such category of emission source, it is not possible to provide a simple emission factor(a) leave the field for the emission factor blank and provide the total emissions for that category of emission source in the 'Emissions' column.

If providing consumption data for Water – Supply, please also include the Emission Source and consumption data for Water – Treatment.

If providing consumption data for Grid Electricity (generation), please also include the Emission Source and consumption data for Grid Electricity (transmission & distribution losses).

(a) Emission factors are published annually by the UK Government Department for Environment, Food and Rural Affairs (Defra).

Total	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO2e)	Comments
9493.2	Natural Gas	Scope 1	14603695	kWh	0.18445	kg CO2e/kWh	2693.7	
	LPG	Scope 1	80260	kWh	0.21468	kg CO2e/kWh	17.2	
	Fuel Oil	Scope 1	188709	kWh	0.26798	kg CO2e/kWh	50.6	
	Biomass (Wood Pellets)	Scope 1	191400	kWh	0.01320	kg CO2e/kWh	2.5	
	Diesel (average biofuel blend)	Scope 1	398000	litres	2.58390	kg CO2e/litre	1028.4	
	Grid Electricity (generation)	Scope 2	10853841	kWh	0.46219	kg CO2e/kWh	5016.5	Building electricity and street lighting.
	Grid Electricity (transmission & distribution losses)	Scope 3	10853841	kWh	0.03816	kg CO2e/kWh	414.2	Building electricity and street lighting.
	Water - Supply	Scope 3	86767	m3	0.34400	kg CO2e/m3	29.8	
	Water - Treatment	Scope 3	82429	m3	0.70800	kg CO2e/m3	58.4	Water treated is assumed to be 95% of water consumed, in accordance with Resource Efficient Scotland advice.
	Average Car - Unknown Fuel	Scope 3	606413	miles	0.299901254	kg CO2e/mile	181.9	

3c Generation, consumption and export of renewable energy

Provide a summary of the body's annual renewable generation (if any), and whether it is used or exported by the body.

Technology	Renewable Electricity		Renewable Heat		Comments
	Total consumed by the organisation (kWh)	Total exported (kWh)	Total consumed by the organisation (kWh)	Total exported (kWh)	
Solar PV	286028	0			
Wind	1375	0			
Biomass			191400	0	

Targets

3d Targets

List all of the body's targets of relevance to its climate change duties. Where applicable, overall carbon targets and any separate land use, energy efficiency, waste, water, information and communication technology, transport, travel and heat targets should be included.

Name of Target	Type of Target	Target	Units	Boundary/scope of Target	Progress against target	Year used as baseline	Baseline figure	Units of baseline	Target completion year	Comments
										Targets have been proposed in the draft Carbon Management Plan, but this has not yet been adopted.

Projects and changes

3e Estimated total annual carbon savings from all projects implemented by the body in the report year

If no projects were implemented against an emissions source, enter "0".

If the body does not have any information for an emissions source, enter "Unknown" into the comments box.

If the body does not include the emissions source in its carbon footprint, enter "N/A" into the comments box.

Total	Emissions Source	Total estimated annual carbon savings (tCO2e)	Comments
17	Electricity	17	34368kWh from replacing traditional street lights with LEDs (17tCO2e). Lighting and other electrical upgrades in council buildings are expected to have led to reduced emissions, but we do not currently estimate the energy reductions attributable to these projects. We intend to finalise our Carbon Management Plan, which will include a project register which sets out projected emissions reductions from each project we
	Natural gas		Savings from heating upgrades and building fabric improvements are expected to have led to reduced emissions from gas. However, we do not currently estimate the energy reductions attributable to these projects. We intend to finalise our Carbon Management Plan, which will include a project register which sets out projected emissions reductions from each project we intend to implement
	Other heating fuels		Unknown
	Waste		N/A
	Water and sewerage		Unknown
	Business Travel		Carbon savings from projects have not been measured, but there is known to have been increased use of pool vehicles, offsetting grey fleet miles.
	Fleet transport		Fleet fuel use reduced through fuel efficient driver training for all drivers; and replacement vehicles having the latest engine specification, e.g. stop/start management to limit vehicle idling and ECU programmed to limit acceleration.
	Other (specify in comments)		

3f Detail the top 10 carbon reduction projects to be carried out by the body in the report year

Provide details of the 10 projects which are estimated to achieve the highest carbon savings during report year.

Project name	Funding source	First full year of CO2e savings	Are these savings figures estimated or actual?	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO2e/annum)	Estimated costs savings (£/annum)
Fuel efficient driver training for all fleet drivers							Diesel (average biofuel blend)		
Increased use of pool vehicles to reduce grey fleet miles			Estimated				Average Car - Unknown Fuel		
Street lighting - LED lantern replacements in Clackmannan, Tullibody, Dollar Sauchie and other areas	Roads Street Lighting Improvements budget & Corporate Asset Management Budget		Estimated	178500	5000	20	Grid Electricity	17 3440	
Alloa Secondary Schools support unit: windows, fire exit and roof upgrade. Thermal roof to gym and double glazing installations	Capital budget					10	Natural Gas		
Clackmannan Primary School: refurbishment	Capital budget					10	Natural Gas		
Craigbank Primary School: lighting replacement with LED	Capital budget					10	Grid Electricity		
Park Primary School: heating emitter replacement, north wing	Capital budget					10	Natural Gas		
St Serf's Primary School: heating emitter upgrade throughout	Capital budget					10	Natural Gas		

3f Detail the top 10 carbon reduction projects to be carried out by the body in the report year

Provide details of the 10 projects which are estimated to achieve the highest carbon savings during report year.

Project name	Funding source	First full year of CO2e savings	Are these savings figures estimated or actual?	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO2e/annum)	Estimated costs savings (£/annum)
Tillicoultry Primary School: lighting replacement with LED	Capital budget					10	Grid Electricity		
Marshall & Town Hall Lodge: lighting replacement with LED	Capital budget					10	Grid Electricity		

3g Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the report year

If the emissions increased or decreased due to any such factor in the report year, provide an estimate of the amount and direction.

Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
Estate changes			Rationalisation of our buildings portfolio has had a neutral effect on our carbon footprint. The trend over the past year has been for gas and electricity consumption in our buildings to rise, particularly in buildings to which staff have been relocated due to building closures. There is the potential for this to stabilise and for reductions in consumption to be achieved once the Sustainable Ways of Working Guidance is implemented.
Service provision			We do not have a methodology to estimate how changes in service provision have affected our carbon footprint. In our 2014/15 public bodies' duties report we requested guidance on this from the Scottish Government. Once this has been produced, we will develop processes to capture this data.
Staff numbers			Changes in staff numbers are unlikely to have had a significant impact on building energy use, although a reduced staff complement will have reduced the use of hot water. Reduce staff numbers are also likely to have led to reduced staff mileage.
Other (specify in comments)		Increase	Our Scope 3 emissions have increased significantly this year due to the inclusion of electricity transmission and distribution losses as a separate element of the carbon footprint; previously this was assumed to be covered in Scope 2.

3h Anticipated annual carbon savings from all projects implemented by the body in the year ahead

If no projects are expected to be implemented against an emissions source, enter "0".

If the body does not have any information for an emissions source, enter "Unknown" into the comments box.

If the body does not include the emissions source in its carbon footprint, enter "N/A" into the comments box.

Source	Saving	Comments
Electricity	380	760,000 kWh from replacing existing street lights with LEDs (380tCO2e)
Natural gas		Unknown
Other heating fuels		Unknown
Waste		N/A
Water and sewerage		Unknown
Business Travel	0	Unknown
Fleet transport		Telematics system to improve fleet efficiency to be installed in 2016/17. Carbon savings have not been estimated.
Other (specify in comments)		

3i Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the year ahead

If the emissions are likely to increase or decrease due to any such factor in the year ahead, provide an estimate of the amount and direction.

Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
Estate changes			Estate Strategy for 2016/17 onwards will support reductions.
Service provision			We do not have a methodology to estimate how any changes in service provision will affect our emissions. In our 2014/15 public bodies' duties report we requested guidance on this.
Staff numbers			Staff numbers are expected to continue to reduce; although this is unlikely to have a significant impact on building energy use, although a reduced staff complement is likely to reduce the use of hot water. Reduce staff numbers are also likely to lead to reduced staff mileage.
Other (specify in comments)			

3j Total carbon reduction project savings since the start of the year which the body uses as a baseline for its carbon footprint

If the body has data available, estimate the total emissions savings made from projects since the start of that year ("the baseline year").

Total	Comments
	Clackmannanshire Council's greenhouse gas emissions have reduced by 55tCO ₂ e , but we do not have a carbon management project register, so we are unable to estimate how much of this is attributable to carbon reduction projects.

Further information

3k Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to its emissions, targets and projects.

4 ADAPTATION

Assessing and managing risk

4a Has the body assessed current and future climate-related risks?

If yes, provide a reference or link to any such risk assessment(s).

The Council completed a Local Climate Impact Profile in 2009 and we are reviewing this in the light of the Council's Incident Report; generic impacts identified by neighbouring local authorities and other East/Central Scotland sources; and business plans. Climate change is featured in the corporate risk log as a subset of "Failure to Prepare for Severe Weather Events". In addition, we have specific measures for certain aspects, most notably flood risk management planning.

We still need to assess current and future climate risk in a more structured and comprehensive manner and we are seeking to build climate/severe weather considerations into risk management and project planning. This may be on a pilot basis in the first instance.

4b What arrangements does the body have in place to manage climate-related risks?

Provide details of any climate change adaptation strategies, action plans and risk management procedures, and any climate change adaptation policies which apply across the body.

We have risk management procedures in place, and are developing a risk-based approach to adaptation. Adaptation is also embedded in our proposed Local Development Plan and associated supplementary guidance.

Taking action

4c What action has the body taken to adapt to climate change?

Include details of work to increase awareness of the need to adapt to climate change and build the capacity of staff and stakeholders to assess risk and implement action.

Climate change adaptation is included in the Sustainability and Climate Change Strategy . We have delivered presentations to staff groups and community planning partners on climate change adaptation. Clackmannanshire Council participates in the Adaptation Learning Exchange. Progress against the 5 Steps has been mapped. Elements of adaptation are built into the Local Development Plan; elements of adaptation have been undertaken as part of broader good practice including flood risk management.

4d Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?

If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1, B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year.

(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.

Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment	N1-8	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	
			N1-10	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	

4d Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?

If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1, B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year.

(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.

Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Support a healthy and diverse natural environment with capacity to adapt.	N2	Natural Environment	N2-2	The Local Development Plan and Supplementary Guidance documents have policy and guidance to enhance habitat and green networks. Clackmannanshire Council is engaged in the Forth Area River Basin Management Plan Advisory Group.	
			N2-11	The Local Development Plan and Supplementary Guidance documents have policy and guidance to enhance habitat and green networks.	
			N2-17	Clackmannanshire Council is engaged in the Forth Area River Basin Management Plan Advisory Group.	
			N2-20	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	
Sustain and enhance the benefits, goods and services that the natural environment provides.	N3	Natural Environment			Local authorities are not listed as responsible for delivering any projects under objective N3.
Understand the effects of climate change and their impacts on buildings and infrastructure networks.	B1	Buildings and infrastructure networks	B1-13	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	
			B1-14	The Local Flood Risk Management Plan has been published and work is under way to take forward the actions within it.	

4d Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?

If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1, B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year.

(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.

Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure.	B2	Buildings and infrastructure networks			Local authorities are not listed as responsible for delivering any projects under objective B2; however, see question 4h for how we contribute to B2-2.
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided.	B3	Buildings and infrastructure networks	B3-2	Related activity in the Council includes the Local Development Plan and Supplementary Guidance on Water (B3-2, B3-3), the Open Space Strategy (B3-3), ongoing work on energy efficiency and fuel poverty (B3-6, 7, 8, 9), and river basin management planning (B3-13).	
			B3-3	Related activity in the Council includes the Local Development Plan and Supplementary Guidance on Water (B3-2, B3-3), the Open Space Strategy (B3-3), ongoing work on energy efficiency and fuel poverty (B3-6, 7, 8, 9), and river basin management planning (B3-13).	
Understand the effects of climate change and their impacts on people, homes and communities.	S1	Society			Local authorities are not listed as responsible for delivering any projects under objective S1; however, see question 4h for how we contribute to S3-1.

4d Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?

If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1, B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year.

(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.

Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events.	S2	Society			Local authorities are not listed as responsible for delivering any projects under objective S2; however, see question 4h for how we contribute to S2-5.
Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.	S3	Society			Local authorities are not listed as responsible for delivering any projects under objective S3.

Review, monitoring and evaluation

4e What arrangements does the body have in place to review current and future climate risks?

Provide details of arrangements to review current and future climate risks, for example, what timescales are in place to review the climate change risk assessments referred to in Question 4(a) and adaptation strategies, action plans, procedures and policies in Question 4(b).

As part of our proposed approach to a Climate Change Adaptation Strategy, it will be necessary to consider inclusion of review periods for assessing climate risks: the strategy will be an ideal place to present all this information in one place and provide a sense as to appropriate review periods for the various actions listed in 4 (b) above.

4f What arrangements does the body have in place to monitor and evaluate the impact of the adaptation actions?

Please provide details of monitoring and evaluation criteria and adaptation indicators used to assess the effectiveness of actions detailed under Question 4(c) and Question 4(d).

At present we do not have these criteria and indicators. We are seeking to address these through ongoing work with partners, including those in the Adaptation Learning Exchange, to develop and share good practice.

Future priorities for adaptation

4g What are the body's top 5 priorities for the year ahead in relation to climate change adaptation?

Provide a summary of the areas and activities of focus for the year ahead.

- To review delivery of climate change activity across the Council to improve integration and opportunities for improvement.
- To integrate adaptation into existing strategies and processes: in particular to build climate considerations into risk assessment in business planning.
- To harmonise climate change adaptation work with the Council's Risk Management Strategy.
- To identify and engage with set of key leads across the Council reflecting the "Sectors" (transport, flooding, wellbeing etc) identified in the Scottish Climate Change Adaptation Programme, in order to build upon existing good practice and work already ongoing such as in Local Development Plan, Emergency Planning, Flood Risk Planning.
- To conduct retrospective risk assessment of existing operational and business plans, using the findings to inform the initial action plan. Initial focus initially on the Council's own operations but taking into account how severe weather impacts will affect our service users and suppliers, leading over time into more formal engagement with Community Planning Partners.

Further information

4h Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to adaptation.

There are a number of policies and proposals in the Adaptation Programme where local authorities are actively engaged but are not listed as delivery agents in the

4h Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to adaptation.

Programme. In particular, Clackmannanshire Council considers that it contributes to:

N1-9 (supporting citizen science and voluntary environmental monitoring) by working with the Clackmannanshire Biodiversity Partnership and partners in the Inner Forth Landscape Initiative in support of environmental recording and volunteer engagement;

N2-4 (manage designated sites for land based biodiversity) by conducting an ongoing review of Local Nature Conservation Sites with a view to ensuring appropriate management;

N2-7 (reduce the pressure on ecosystems from invasive non-native species (INNS) by working with Inner Forth Landscape Initiative partners to develop better understanding of the spread of invasive non-native species at a landscape level and to assess climate change impacts for the overall Inner Forth Landscape Initiative programme;

N2-9 (implement the Scottish Biodiversity Strategy) by supporting an active Biodiversity Partnership to deliver the Clackmannanshire Local Biodiversity Action Plan (CBAP) in support of the Scottish strategy, with stronger emphasis on climate change following review of the 2012-17 CBAP;

B2-2 (sustainable urban drainage systems working party) by engaging with Scottish Water in a pilot project to assess existing SUDS in relation to adoptable Council and Scottish Water standards and works required to meet standards; and

S2-5 (Develop and promote resources which support capacity building in communities, to help build resilience to emergencies, including responding to severe weather events) by ongoing work to develop "What can I do?" advice for households affected by severe weather events.

With regard to S3-1 (NHS Scotland Boards to develop individual climate change adaptation plans), with the integration of health and social care initiated in 2014-15, this is an issue on which local authorities and NHS boards need to work together, and we have started to work with NHS Forth Valley, Stirling Council and Falkirk Council with support from Adaptation Scotland to identify areas where partnership approaches can be of especial benefit.

Clackmannanshire Council continues to participate in the Adaptation Scotland-led Adaptation Learning Exchange in order to establish and share best practice in climate adaptation.

Clackmannanshire Council has taken significant steps either as specific climate adaptation measures or as part of broader good practice including using our experience of the impacts of flooding on vulnerable groups informs our work on flood risk management; and carrying out presentations to staff groups and community planning partners.

5 PROCUREMENT

5a How have procurement policies contributed to compliance with climate change duties?

Provide information relating to how the procurement policies of the body have contributed to its compliance with climate changes duties.

Clackmannanshire Council has a sustainable procurement policy, but we do not currently have a system to monitor compliance with it or to monitor its impacts.

5b How has procurement activity contributed to compliance with climate change duties?

Provide information relating to how procurement activity by the body has contributed to its compliance with climate changes duties.

We do not currently have a system to monitor or record how procurement activity contributes to our compliance with the climate change duties.

5c Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to procurement.

6 VALIDATION AND DECLARATION

6a Internal validation process

Briefly describe the body's internal validation process, if any, of the data or information contained within this report.

Internal Audit validated the 2015-16 Climate Change Submission to ensure the figures were accurate and complies with the requirements of Part IV of the Climate Change (Scotland) Act 2009. All figures were checked to ensure accurately calculated and were supported by documentation.

6b Peer validation process

Briefly describe the body's peer validation process, if any, of the data or information contained within this report.

None

6c External validation process

Briefly describe the body's external validation process, if any, of the data or information contained within this report.

None

6d No Validation Process

If any information provided in this report has not been validated, identify the information in question and explain why it has not been validated.

As detailed in 6a, all information provided in the report has been validated.

6e Declaration

I confirm that the information in this report is accurate and provides a fair representation of the body's performance in relation to climate change.