



**Clackmannanshire
Council**

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

Enterprise and Environment Committee

**Thursday 19 May 2016
10.00 am**

**Venue: Council Chamber, Patons Building,
Kilncraigs, Alloa, FK10 1EB**

For further information contact Strategy and Customer Services, Clackmannanshire Council, Kilncraigs, Alloa, FK10 1EB
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Date	Time
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ENTERPRISE AND ENVIRONMENT COMMITTEE

To determine policies for the promotion of regeneration and enterprise in Clackmannanshire within the strategic policy framework approved by the Council in relation to the following:

- roads and transportation
- regulatory services
- development planning
- facilities management
- economic development

To develop strategies, plans and projects in those areas and work with officers and partners to implement them.

With the exception of those matters reserved to Council or delegated to a Committee or an officer, the functions, powers and duties of the Council as planning authority including the preparation of a Development Plan

To set standards for service delivery.

To secure best value in the provision of services.

To consider valid petitions submitted which relate to the areas covered by the Committee

To monitor performance in the delivery of services including consideration of:

- quarterly service performance reports
- inspection or other similar reports
- financial performance

To keep under review the impact of the Committee's policies on Clackmannanshire

To hear representations on petitions which have been accepted by the Director of Finance and Corporate Services as valid in accordance with the council policy and criteria. The Committee shall report on every petition in respect of which it has heard representations to Council with its recommendations on how the petition should be disposed of, which may include a recommendation that no action be taken.

11 May 2016

A MEETING of the ENTERPRISE AND ENVIRONMENT COMMITTEE will be held within the Council Chamber, Patons Building, Kilncraigs, Alloa, FK10 1EB, on THURSDAY 19 MAY 2016 at 10.00 am.

**GARRY DALLAS
Executive Director**

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 14 January 2016 (Copy herewith)	05
4. Development and Environment Annual Performance Report 2015/16 - report by Head of Development and Environment (Copy herewith)	09
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ENTERPRISE AND ENVIRONMENT COMMITTEE – MEMBERS

Councillors

Wards

Councillor	Donald Balsillie	(Convenor)	2	Clackmannanshire North	SNP
Councillor	Irene Hamilton	(Vice Convenor)	5	Clackmannanshire East	SNP
Councillor	Les Sharp		1	Clackmannanshire West	SNP
Councillor	Bobby McGill		2	Clackmannanshire North	LAB
Councillor	Derek Stewart		3	Clackmannanshire Central	LAB
Councillor	Kenneth Earle		4	Clackmannanshire South	LAB
Councillor	Ellen Forson		4	Clackmannanshire South	SNP
Councillor	Alastair Campbell		5	Clackmannanshire East	CONS

Co-opted Members

Mr Mike Mulraney	Representing Clackmannanshire Business
Mr Malcolm McArdle	Representing Clackmannanshire Business
Mr Robert Marshall	Representing Clackmannanshire Business



MINUTES OF MEETING of the ENTERPRISE AND ENVIRONMENT COMMITTEE held within the Council Chamber, Patons Building, Kilncraigs, ALLOA, FK10 1EB, on THURSDAY 14 JANUARY 2016 at 10.00 am.

PRESENT

Councillor Donald Balsillie, Convenor (In the Chair)
Councillor Irene Hamilton, Vice Convenor
Councillor Alastair Campbell
Councillor Kenneth Earle
Councillor Ellen Forson
Councillor Bobby McGill
Councillor Les Sharp
Councillor Derek Stewart

Mike Mulraney, Co-opted Member (representing Clackmannanshire Business)

IN ATTENDANCE

Gordon McNeil, Head of Development and Environment
Graeme Cunningham, Environment Manager
Charlie Norman, Roads and Transportation Manager
Stuart Cullen, Roads Development Office
Ian Doctor, Service Manager
Ian Fraser, Economic Development Team Leader
Julie Hamilton, Development Services Manager
Andrew Wyse, Acting Legal Services Manager (Clerk to the Committee)
Melanie Moore, Business Support to the Committee

EEC.125 APOLOGIES

Apologies for absence were received from Malcolm McArdle representing Clackmannanshire Business.

EEC.126 DECLARATIONS OF INTEREST

None.

EEC.127 MINUTES OF MEETING HELD ON 29 OCTOBER 2015

The minutes of the meeting of the Enterprise and Environment Committee held on Thursday 29 October 2015 were submitted for approval.

Decision

The minutes of the meeting held on 29 October 2015 were agreed as a correct record and signed by the Convenor.

**EEC.128 DEVELOPMENT AND ENVIRONMENTAL SERVICES PERFORMANCE -
THIRD QUARTER REPORT 2015-2016**

A report which updated the Committee on performance for Development and Environment Services during the period October to December 2015 was submitted by the Head of Development and Environment. Performance reported related to the Service's Business Plan for 2015/16. In addition, the report highlighted key service activity, achievements, opportunities and challenges facing the Service.

Motion

That Committee agrees the recommendation set out in the report.

Moved by Councillor Donald Balsillie. Seconded by Councillor Irene Hamilton.

Decision

Having commented on and challenged the report, the Committee agreed to note the information set out in the report in relation to performance for Development and Environment Services during the period October to December 2015.

EEC.129 ECONOMIC DEVELOPMENT UPDATE

A report which updated the Committee on the range of activities being undertaken directly by the Council's Economic Development team as well as in partnership with other Council Services, external agencies and the local business community, was submitted by the Head of Development and Environment.

Motion

That Committee approves the recommendations set out in the report.

Moved by Councillor Donald Balsillie. Seconded by Councillor Irene Hamilton.

Decision

Having commented on and challenged the report, the Committee agreed to note the information set out in the report as appropriate and also to bring forward future reports to Committee regarding:-

1. The pay differential between male and female full time employees given the extent to which statistically Clackmannanshire is below the Scottish Average and to consider regular reporting on factual statistics for male/female employment.
2. Development of a liaison between local employers and Clackmannanshire schools to enhance the promotion of appropriate Education and skills to equip students better for the employment market.
3. Longannet.
4. Progress to achieve faster broadband across Clackmannanshire

Action

Head of Development and Environment

EEC.130 LOCAL FLOOD RISK MANAGEMENT PLANNING REPORT (2016 - 2021)

The Flood Risk Management (Scotland) Act 2009 places duties on the Council as a responsible authority for "The Forth" and "The Forth Estuary" Local Plan Districts to sustainably manage flood risk within its boundary and to actively participate in the continuing national planning process to manage flood risk.

The report submitted by the Head of Development and Environment outlined the Council's duties under the Act, noted the Central Government funding sources which are available and outlined the areas where this and any other funding for flood protection and management, shall be spent.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Donald Balsillie. Seconded by Councillor Derek Stewart.

Decision

The Committee agreed to:

1. Note the Local Flood Risk Management Planning Actions placed with Clackmannanshire Council;
2. Note financial support is available to local authorities to implement the Act and Local Flood Risk Management Plan (LFRMP) actions.
3. Recommend to Council that any additional funding allocated to local authorities by the Scottish Government for flood mitigation management is spent entirely on the specific purposes of flood management for which it is used.

Action

Head of Development and Environment

Ends: 1141 hrs

Report to Enterprise and Environment Committee

Date of Meeting: 19 May 2016

**Subject: Development and Environment Annual Performance Report
2015/16**

Report by: Head of Development and Environment

1.0 Purpose

- 1.1. This report presents the performance of Development & Environment Services based on the 2015-16 Business Plan.
- 1.2. The report provides an overview of Service activities carried out over the year, detailing outcomes delivered, financial and operational performance.

2.0 Recommendations

- 2.1. It is recommended that the Committee :

Note the content of the Annual Report, commenting on and challenging as appropriate.

3.0 Considerations

- 3.1. Development & Environment Services deliver a wide range of professional and operational services centred around customers, communities and business. The Service is also responsible for management of the Council and Community assets, roads infrastructure, fleet, land and property. The Services have collectively and individually continued to improve performance over the last year through business focussed service delivery models. The Service performance is set out in the Annual Performance report in Appendix 1.

4.0 Sustainability Implications

- 4.1. None.

5.0 Resource Implications

5.1. Financial Details

5.2. The financial performance of the Service is set out in the report. 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 direct staffing implications resulting from the 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

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

The recommendation in the report will have no impact on equalities.

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 Appendix A - Development and Environment 2015/16 Annual Report

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
Gordon McNeil	Head of Development & Environment	Extension : 2533

Approved by

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

Development and Environment

Annual Report 2015/16



Making Clackmannanshire Better

1. INTRODUCTION AND OVERVIEW

Development & Environment Services deliver a diverse range of professional and operational services, provided directly to the public, serving every household, business and our communities. The Service is also responsible for many of the Council and Community assets such as roads, property, fleet and open spaces and ensure they are maintained and enhanced to enable communities and businesses to prosper. It has been a challenging and productive year with services delivering positive outcomes for our residents, communities and businesses.

The Service has delivered strong operational and financial performance over the last year, achieving the vast majority of the outcomes, objectives and targets set for the service including supporting and delivering on a number of corporate priorities. These results demonstrate continued dedication to deliver best value services to our customers, residents and businesses, achieved against a backdrop of contracting budgets and ever increasing demand for services.

There are numerous performance highlights across the services to detail a few :

- maintained our recycling rate and collection costs
- expansion of our cycle networks
- sale and disposal of surplus property
- supporting people into work and learning
- leading performance through national survey and benchmarking

Delivery of the Clackmannanshire's Single Outcome Agreement and the transformation programme Making Clackmannanshire Better have been priority areas of work delivered over 2015/16 with a significant contribution to outcome delivery from Development & Environment Services.

There are, as always, areas to be improved and where customer and communities experiences can be improved. It is our role as a Leadership Team to take forward in 2016/17 areas for development and ensure we invest, communicate and support our employees to deliver effective and efficient services for our communities and businesses.

In the last year the service has delivered a number of outcomes in partnership with adjoining Local Authorities and third sector organisations. This has proven a successful model and services will look to consolidate on these to deliver our services.

The Service is well placed on the basis of 2015/16 performance to take forward the key changes and opportunities for the Service and for the Council as a whole, indeed through this last year the Service has planned for delivery of an extensive transformational, efficiency and savings programme in 2016/17.

These challenges will require the Service to be adaptive, flexible and open minded building on service strengths and transforming the way services are delivered to provide sustainable services and outcomes for our residents, communities and businesses.

2. HIGHLIGHTS OF THE YEAR

This annual review provides a summary of Development & Environment Services achievements in 2015/16.

Environment Services

- Over 4 million household waste and recycling collections were carried out.
- Commercial waste collections were brought into compliance with the food waste collection changes brought about by the Waste (Scotland) Regulations 2012.
- The licensed waste management sites at Forthbank Recycling Centre and Black Devon closed landfill received 'Good' and 'Excellent' performance rating by SEPA in their annual site risk assessment.
- The Street Cleanliness indicator has been maintained at a positive 96.6% of streets surveyed judged to be clean and litter free.
- Services travelled 1.38 million miles and used 398,000 litres of fuel, a reduction of approximately 2.5% on the prior year.
- Grant of £40,000 from Transport Scotland's Switched on Fleet programme has assisted the electrification of the Council's fleet.
- The budget saving target of £100,000 was achieved by withdrawal of maintenance on land not owned by the Council.

Development Services

- In its first year, the cross service Developer Contributions Group examined 21 development proposals, and agreed contributions totalling £215,000.00 towards the provision of education and sport / community facilities. It also agreed the development of 19 additional affordable homes to those specifically proposed by the Council and other registered social landlord
- Over £1 million of capital receipts were achieved from the sale of 6 surplus Council properties.
- Successful development and implementation of Additional Modern Apprenticeship Programme within the Council.
- Strong performance in delivering external contracts to support young people into employment culminating in new awards in context of reduced funding available nationally.
- Exceeded targets in delivery of Broadband Voucher Scheme bringing improvements in internet connectivity for 15 local businesses.
- Successful bids to the European Social Fund to deliver initiatives to support people into employment.

Regulatory Services

Trading Standards

- Significant work was done by Trading Standards in relation to adult protection with a variety of partners successfully working together to reduce the number of victims of scam mailings and bogus workmen crimes.
- Trading Standards have successfully ensured compliance with the Tobacco Display ban. In addition work has been undertaken monitoring the retail market in relation to underage sales of a range of products to protect young people from damaging their health and educate them about the dangers.

Environmental Health

- The external audit of the Council's Food Law Enforcement Service which showed that we are meeting our statutory obligations in all areas of work.

Energy & Environment

- £2.1m of external funding secured to carry out major energy efficiency improvements to over 200 homes located in areas of identified fuel poverty and multiple deprivation to reduce fuel poverty.
- £123,000 worth of fuel bill and energy efficiency savings made last year by the Home Energy Efficiency Team for the residents of Clackmannanshire, pushing their total savings to date for the community, since they commenced work in 2013, to £720,729

Roads & Transportation

- Completion of the B9140 re-alignment of bends project including new road drainage and re-surfacing between Collyland Roundabout and Fishcross.
- Completion of Phases 1, 2 and 5 of the Lornshill to Cambus Urban Active Travel and Cycle Route. The completion of the full project during 2016/17.
- Commenced a full review and updating of all Roads & Transportation Health & Safety Risk Assessments and Safe Systems of Work and completed 80% of the reviews in 2015/16.

Financial Performance

- The service performed well, delivered approved budget savings and delivered further in year financial efficiencies to contribute towards the Council's overall financial performance.

People

Service teams took forward specific training programme for employees and services to maintain and improve upon service competence and skills to effectively deliver services. A programme of engagement has commenced with all our employees to invest and adapt services to meet the needs of customers from the resources available.

Customers

The services performed well through local and national survey and benchmarking data. Our communities, and businesses have participated in service delivery discussions to shape future service delivery requirements.

3. FINANCIAL PERFORMANCE

The revenue budget for 2015/16 services was £11,641. The Services demonstrated strong financial performance to deliver agreed financial savings, managing peaks in expenditure and income levels. Table 1 sets out the detailed financial position for each Service.

Table 1 - Revenue Budget

Service Area	Annual Budget 14/15	Final Outturn to 31/03/15	Variance	Comments
Head of Service	106	106	0	On Budget
Sustainability & Implementation	631	470	(161)	Underspend in Legal Fees taken as budget saving in 16/17. Transfer of Tilly Glen costs to Capital.
Economic Services	223	21	(202)	Additional Modern Apprentices take-up later than expected. Winding up of CSBP and sale of properties. Net surplus on Employability Fund
Land Services	78	79	1	On budget
Ochil Landscape Partnership	3	2	(1)	On budget
Clacks Works	468	387	(81)	Underspend in staffing costs.
Planning	39	56	17	Net shortfall in Planning Fee income .
Environmental Health	570	546	(24)	Increased Income from EH Certificates and Pest Control income

Licensing	(13)	(27)	(14)	Volume resulted in extra income
Building Standards	29	40	11	Shortfall in Building Warrant income.
Trading Standards	148	124	(24)	Service efficiencies.
Roads Client	2,880	2,448	(432)	Road Client and Road Contract budgets should be considered together. Underspends across the following categories: Labour and travel costs. DSO costs Power costs Materials purchases in line with prior year.
Roads Contract	(407)	(162)	245	Reductions in contracts resulting in lower income generation.
Public Transport	366	355	(11)	In year efficiencies.
Fleet Services	1,140	997	(143)	Savings due to favourable fuel prices have been slightly offset by a fall in income.
Land Services & Burial Grounds	1,033	980	(53)	Savings across most areas of expenditure and income in excess of budget.
Streetcare	649	529	(120)	Savings in staffing costs and external fleet/plant maintenance.
Waste Management	3,698	3349	(349)	Vacancy management and reduced payments to contractors.
Total Development & Environment	11,641	10,300	(1,341)	

Capital Budget

The table below sets out of the capital programme delivered by Development and Environment Services during the financial year 2015 - 2016. Narrative is provided where projects have varied in cost and carried forward into 2016 - 2017 for completion. The Roads capital programme is detailed more specifically in Appendix 4 of the report.

Table 2 - Capital Programme

Project	Annual Budget 15/16	Actual Out-turn 31/03/16	Variance	Comments
Roads Asset Management Plan				
Bridge Strengthening	96	50	(46)	Design & Procurement for Bridge at Menstrie will not be completed until 16/17.
Flood Prevention	108	104	(4)	On budget
Roads & Footway Improvements	1,601	1,572	(29)	Scheme completion came in under budget.
Accident Prevention, CWSS, Traffic Management, National Cycle Route	320	90	(230)	Planned works increased to £773K. Grants of £453K being received in 15/16. Procurement delays due to staff absences. Works being completed in 16/17.
Street Lighting	335	319	(16)	Work came in under budget.
B9140 Realignment of Bends	615	624	9	Minor overspend on contingencies.
Safer Routes for Communities	100	0	(100)	No spend in 15/16. To be aligned with the Making Clackmannanshire Better Project.
Tullibody - Install Table at Tron Court	20	0	(20)	Works have been delayed due to the larger project for Tron Court area which is at consultation stage with Tullibody Community.
Land Asset Management Plan				
Cemeteries Strategy	200	0	(200)	Preparatory works not completed. Land not ready for use until 16/17
Parks, Play Areas & Open Spaces	50	50	0	On budget

Wheeled/Litter Bins/Strategic Waste Fund	43	45	2	On budget
Drainage	50	30	(20)	Drainage works reprofiled in line with the Making Clackmannanshire Better Programme.
Bowmar Area Enhancements	109	85	(24)	Alloa Skate Park will be completed in early 16/17. Full cost is 50% grant funded.
Footpaths – Millglen	375	73	(302)	Works to commence in March 2016 over a 3 month period as agreed at Council on 22nd October 2015.
Fleet Asset Management Plan				
Vehicle Replacement Programme	1,071	562	(509)	Fleet programme reprofiled to meet needs of services in line with current service restructuring.
Total Development & Environment	5,093	3,604	(1,489)	

4. KEY SERVICE ACTIVITY

Roads & Transportation

Road Assets & Maintenance

Improving and maintaining road carriageways, footways and footpaths remains the largest area of spend within the Roads and Transportation budget. Through the Revenue funding stream and the Capital Programme around £2.6 million was spent on our roads providing long term improvements to the road and footway network. Significant amongst these projects were the resurfacing of the A91 Harviestoun Road, Dollar, the A977 at Ramshorn, A907 Clackmannan Bypass, B908 Fairfield and C59 Gartarry Roundabout to Kennet. In Alloa, Mar Street, Bowhouse Road, Castle Street and Fenton Street were resurfaced and further resurfacing was carried out in Claremont, including the construction of speed tables. In Sauchie, Mansfield Avenue was resurfaced and benefitted from accessibility improvements. Other residential streets in Menstrie, Tillicoultry and Dollar were resurfaced.

Surface dressing was carried out between Pool of Muckhart and Yetts O' Muckhart, from Yetts O' Muckhart to Fossoy Bridge and on the A823 towards Rumbling Bridge. The A908 received surface dressing along its length from Shillinghill Roundabout to Devonside. Further roads treated were A91, East Stirling Street through Alva, B9140 at Glenochil and B913 at Dollar.

As in every year, providing a winter service for roads and footways, dominated the workload from November through to March. While the severity of the winter was not as bad as some years in terms of extreme temperatures or sustained sub-zero periods, significant action was required to ensure that roads were kept safe for drivers and pedestrians. Due to the milder temperatures and periods of extreme rainfall much of our winter resource was utilised dealing with the maintenance of overwhelmed drainage systems and the repairing of potholes arising from the physical impacts of excess water running on carriageways. The workforce again provided a first class service with employees prepared to work at all hours and to be on standby for emergencies, throughout the winter.

Street Lighting

The capital allocation for Street Lighting improvements continued our ambitious programme to convert our street lights from conventional lamps to light emitting diodes (LEDs). The use of LEDs will significantly reduce the Council's electricity consumption and expenditure on power, helping us to meet our carbon reduction targets. The LEDs also have a life of around 5 times that of a conventional lamp and require minimal maintenance, so will reduce maintenance costs in the future. The LED lights improve visibility on roads and footpaths and reduce surrounding lighting levels, resulting in less lighting in gardens and on houses. The programme was aligned to meet the emerging MCB model based on clusters and locality hubs. Much of the year's programme was focussed on the Lornshill and Tullibody community cluster.

Flood Management

The Forth Local Flood Risk Management Plan (LFRMP) was agreed which set out the actions required in Clackmannanshire over the six years from 2016/17. The service has prepared planning, study and implementation programmes, in collaboration with our partners in the Forth Local Plan District, to implement our obligations and within forecast budgets.

Other than the works on the B9140 at Collyland, significant road drainage improvement works were completed at A91 between Alva and Tillicoultry and between Tillicoultry and Dollar. Further works were complete in The Ness, Princess Crescent, Tarmangie Drive and Castle Road, Dollar in conjunction with the Scottish Water catchment improvement works for north Dollar.

The year 2015/16 saw a number of significant flooding events throughout the country nevertheless, during that same period, there were no houses or commercial premises in Clackmannanshire that suffered flooding from surcharging drainage systems, watercourses or from natural overland flows.

Active Travel & Accident Prevention

The Service commenced the construction of our first urban active travel and cycle route from Lornshill to Cambus via Tullibody. The project was assisted by £265,000 funding from Sustrans. The project was split into 6 phases of which phases 1, 2 and 5 are complete and the designs and funding are in place to complete phases 3, 4 and 6 in 2016/17. The final phase of the active travel and cycle route from Walton Crescent to Park Place, Dollar is complete.

Clackmannanshire Council's progress with the delivery of active travel and cycling projects continues to be highly regarded by both Sustrans and Cycling Scotland.

The residential 20 mph schemes in Dollar and Coalsnaughton completed the Council's residential street 20 mph programme. Almost all of our residential streets are now covered by 20 mph speed limits. This project has been the final part of our urban traffic management priority process which was commenced 15 years ago and has provided a significant contribution to our consistently low and improving accident and casualty rates over this period. In 2000, when the Prioritisation of Traffic Management and Calming Schemes was agreed by the Enterprise and Environment Committee, the number of traffic accidents in Clackmannanshire which resulted in death or serious injury was 40. This has been reduced to 7 in 2014. 2014 being the last year that we have fully verified data from Police Scotland.

Public Transport and Sustainable Travel

The service has completed its review of supported bus services and the new services have been tendered and are in place. In the past year we have installed electric vehicle charging points in Tullibody, Menstrie, Tillicoultry and Dollar and a rapid charger at Kilncraigs. This project was fully funded by The Scottish Government.

Regulatory Services

Sustainability & Environmental Protection

Energy Efficiency and Conservation

Scottish Government funding and Energy Company Obligation (ECO) funding secured £2.1m to carry out major energy efficiency improvements to over 200 homes located in areas of identified fuel poverty and multiple deprivation. The works included the provision of high specification external wall insulation and traditional loft and cavity wall insulation. These works have led to improved thermal efficiency in the residents homes and substantial reductions in their fuel bills.

The Home Energy Advice team have continued to make substantial inroads into eradicating fuel poverty within the community and helping to raise awareness of energy efficiency. Working in the community the team have accumulated in the region of £123,000 worth of fuel bill and energy efficiency savings last year for the residents of Clackmannanshire, pushing their total savings to date for the community, since they commenced work in 2013, to £720,729

Renewable Energy Initiatives

Funding from the Scottish Government's Local Energy Challenge (LEC) fund and the Low Carbon Infrastructure Transition Fund were secured to carry out feasibility studies into the use of Hydro energy in the Hillfoots, Waste Heat recovery from Alloa Glassworks and the use of Mine water to provide Geothermal energy.

Smart Grid and Metering Initiative

Work commenced last year on investigating the potential of utilising smart grid monitoring to reduce street lighting costs and to reduce energy running costs in community buildings. The Energy Team are continuing to work with local energy partners to develop an effective model that will lead to cost savings and energy efficiency.

Environmental Health

The animal welfare, pest control and environmental protection functions were redesigned following the retirement of the Animal Welfare Officer. A new post of Environmental Protection Officer was created covering all three functions. As part of the change the Service is no longer carrying out pest control work for private households.

The newly formed Food Standards Scotland came into being on 1 April 2015, taking over the work of the Food Standards Agency in Scotland. Clackmannanshire Council Environmental Health service was the first to be audited by them to ensure the Council was meeting its statutory obligations in relation to the food law enforcement service. The audit outcome was positive with no failings identified and the Council was found to meet the requirements demanded by UK and EU legislation in relation to food law enforcement.

Following demolition of the Alva Glen Hotel in Alva, a large population of feral pigeons was released into the Alva community. This caused concern to residents due to excessive pigeon droppings. The Council's Environmental Protection Officers carried out a cull of the pigeons over the course of several months. This successfully reduced the pigeon population to normal levels and was carried out in a discreet and effective way. Complaints about the pigeons have now all but disappeared in Alva.

The service has continued to provide assistance to local businesses in terms of their compliance with health and safety law. A series of helpful intervention tasks were carried out, targeting of certain types of business based on intelligence, providing them with information to help them provide safe working environments. This information included cellar safety, reporting of incidents and dangerous occurrences and general promotion of Health & Safety awareness. The Procurator Fiscal also took forward a case following an investigation into an accident which resulted in a worker sustaining musculoskeletal injuries. The employer was fined £2,000 at Alloa Sheriff Court.

The service has been investigating allegations of noise nuisance from the use of the Stirling, Alloa, Kincardine railway line for coal transportation to the Longannet Power Station. This has been a long and involved investigation involving meetings with the train operating companies, Rail track and Transport Scotland. Noise monitoring has been carried out along the line and results analysed. The closure of Longannet Power Station at the end of March has stopped the coal train transport and also the allegations of nuisance. The service will continue to have an interest in any proposed future use of this line which may well involve the use of freight.

Environmental Regulation and Protection

Extensive work was carried out on a review of Council's governance management and monitoring arrangements associated with climate change to permit the Council to be compliant the Scottish Governments mandatory reporting on public bodies' Climate Change Duties. The outcome of this work was used to deliver a report to the Scottish Government which has now been adopted by the Sustainable Scotland Network as a good practice exemplar.

Regulatory and Environmental staff continued to support the roll out of projects under the Inner Forth Landscape Initiative for access, volunteering, natural and cultural heritage. An important aspect of this work is community engagement and this has been particularly successful with 383 events, involving over 6,000 local people in the IFLI area as well as 450 additional local individuals participating in volunteer events. Woodland management projects in the Cambus and Pond Wood areas were successfully completed under this initiative. Community engagement continues with a range of training events in conservation and heritage skills as well as open days and guided walks. Overall the project is bringing in approximately £9 of match funding or in kind contributions for every £1 of direct Council expenditure.

The service has continued to work with local community groups and schools to develop sustainable gardens and wildflower meadows which has helped to ensure that the Council meets its sustainability and biodiversity duties.

Access routes throughout the district were checked and maintained throughout the year and a bridges register established to ensure that the Council meets its statutory duties. During this process safety concerns in Alva Glen were tackled making the beauty spot more accessible to visitors and the local community.

The Parks and Play Area Capital Programme which delivered substantial improvements to the Greenfield and West End parks in Alloa and Fairfield Park in Sauchie and also provided design works and project management services for school grounds improvements at St Mungo's Primary School. Friends of Parks groups were also a support to establish and access funding to enhance our park areas.

The Council returned land to owners for maintenance where there is no legal or financial arrangement in place. To date, the Council has ceased the maintenance of over 90,000 square metres of land.

Building Standards & Licensing

The Building Standards Team continued to provide assistance to applicants both pre and post Building Warrant approval. The Building standards Team also attended a number of dangerous buildings during the year.

Initial steps towards the implementation of the Scottish Government eBuilding Standards service have been taken. eBuilding standards is to be implemented by 24th August 2016. This functionality will allow applicants to submit Building Warrant and Completion Certification documentation electronically and the Building Standards Team to process the documentation electronically.

The Licensing Team continued to provide assistance to prospective applicants, mediation when necessary, process Alcohol, Civic and Gaming licence applications and monitor licence holders compliance with licence conditions. Members of the Team participated in joint actions with Police Scotland and Trading Standards to improve compliance.

A survey to determine if there is any significant unmet demand for taxis within Clackmannanshire was successfully completed and presented to the Regulatory Committee resulting in several workstreams agreed for future action by the Licensing Team.

Trading Standards

The Trading Standards Service undertook 14 projects throughout the year across in the areas of metrology, licensing, tobacco, fair trading, safety and quality.

Trading Standards continues to take part in Operation Monarda and various other Police and national operations. Operation Monarda brings together public, private and third sector organizations to help minimise risk and prevent harm to vulnerable and older people from criminals who commit doorstep crime. It operates as a preventative project, and encompasses engagement work with the general public, as well as enforcement work to target criminals.

Joint training was provided for Social Services and other staff from across Forth Valley in relation to raising awareness of the signs they should be looking for when visiting elderly and or vulnerable people to prevent them from becoming victims and the actions they should take.

Development Services

Property

Significant progress has been made on the disposal or lease of surplus/ vacant non operational Council properties. Annual Property Review reports are being undertaken to ensure that necessary approvals are sought and updates provided to elected members. An initial focus has been on properties that had high ongoing operational costs. Work with Facilities Management and other Council Services is ongoing to ensure that properties for future sale/lease are identified and introduced in to the Property Review process

Planning

The Clackmannanshire Local Development Plan (CLDP) was approved by Council in May. Following notification to Scottish Ministers, we were able to announce the adoption of the Plan in August. The CLDP sets out in objectives and policies a clear and concise long term vision for future development. It provides the policies and supplementary guidance to help make robust and consistent decisions on development proposals, and identifies the key constraints and opportunities for sites identified for housing, business and other development.

As part of the 5 year process towards a future Local Development Plan, the Service commenced a monitoring programme, which will record the use of policies in

decision making, the uptake of development sites in the existing plan, and review the effectiveness of site design guidance for developers and officers alike.

The Fourth Annual Report on our Planning Performance Framework was submitted to the Scottish Government in July 2015. It provided a comprehensive analysis of quantitative and qualitative aspects of service delivery, including Development plan adoption, planning application decision making timescales for major, local and householder developments, and a more detailed breakdown of decisions on housing and business developments. It also presented broad evidence of service delivery, customer engagement, decision making, project management and continuous improvement. In it's feedback on the 15 performance markers that are used to measure critical service areas, which uses a RED / AMBER / GREEN analysis, the number of green outcomes increased from 6 in the preceding year, to 10 this year. Similarly, the number of red ratings dropped from 3 to 2. The 2 red markers are specific to aspects of the Development Plan process, and we are confident that the adoption of the Local Development Plan in August will signal further improvements in next year's results.

Performance on householder and non-householder planning applications has continued to meet target figures, and exceeds national averages

A Health Check audit was undertaken for Alloa Town Centre and surrounding area. The framework provides a business profile, and measures the health of the town against a series of indicators, covering subjects such as accessibility, business and community events, amenities, development capacity, tourism and the quality of place. The toolkit for this exercise is planned to be used for other centres. The Service will then build up a town centre and community profile, which will identify constraints, opportunities and priorities for development and investment.

Housing, employment, vacant and derelict land audits have been completed, and published on Clacksweb. These represent an up to date record on development and the availability of development land in Clackmannanshire.

The Council launched the renewed eplanning portal in January this year. The original eplatform started in 2009. The new version is part of a Scottish Government led transformational programme towards an electronic planning system, driving efficiency and improving service quality. It is the forerunner to the ebuilding standards programme planned for 2016/17. Approximately 60% of our planning applications are submitted on line, and the new programme included fresh efforts to engage with those local agents who have yet to use the electronic portal. We continue to publish all planning applications on line, providing 24/7 access to planning information as part of a wider system of public engagement.

Economic Development

The Economic Development team continues to be engaged in a variety of activities supporting jobs growth, employment and skills development in Clackmannanshire. Strategically, officers have been working with the Business, Jobs and Skills Partnership team and the Local Employability Partnership (LEP) to plan and review local service development and delivery. Year 1 actions for the LEP Action Plan have been completed. The team has been closely involved in taking forward the Wood Commission recommendations on 'Developing the Young Workforce' and

has also been a core member of the Task Force established by the Scottish Government in response to the Longannet closure announcement.

A key area of activity over the last twelve months has been to develop a bid for European Social Fund (ESF) resources to support Council and wider partner activity on the employability agenda. Our application was one of the first to receive Ministerial approval in March 2016. We have been delivering activity since earlier in the year with over 100 unemployed residents receiving support, around a third of whom have entered employment to date.

Economic Development has continued to build on its track record of bringing in external and other funding to support labour market activity with the operational 'Clackmannanshire Works' team delivering positive outcomes under a variety of programmes :

- Of the 35 young people who started their apprenticeships under the **Clackmannanshire Apprenticeship Initiative**, 26 have now left or completed. Nineteen (73%) of leavers/completers have fully achieved their Modern Apprenticeship and 20 (77%) have sustained employment beyond the period of their Modern Apprenticeship.
- The **Youth Employment Scotland Fund**, which provided an employer recruitment incentive to help create job opportunities for young people finished in June 2015. Over the two years of this funding, 134 people were supported into jobs and 60% sustained employment beyond the period of funding.
- The team delivered 34 places under our Skills Development Scotland **Employability Fund** contract. Nineteen Stage 3 places were filled by 16-18 year olds and 15 Stage 4 places were filled, predominantly by adults aged 25+. During the year we successfully bid for places for 2016/17 based on our strong performance against a challenging year for delivery and a 40% reduction in funding nationally.
- During the year we filled 24 **Modern Apprenticeship** places on our contract with Skills Development Scotland. This was 4 more places than our original contract for 20 places. This is in addition to supporting existing Modern Apprentices who have started in previous years. Sixteen (84%) out of 19 young people leaving the programme during the year achieved their qualification and 15 (79%) remained in employment beyond the period of their Modern Apprenticeship.
- We secured Council funding during the year for **Additional Modern Apprentices in the Council**. This funding is being used to help increase the range and number of Modern Apprentices recruited across Council services by subsidising Modern Apprentice wage costs by 50%. Nine Modern Apprentices have been recruited as a result of this funding up to the end of March 2016.
- We filled 24 out of 28 places allocated to us by the **Scottish Government for Scotland's Employer Recruitment Incentive (SERI)** before it was stopped early in December 2015 due to uncertainty around the UK Spending Review.
- During the year we supported 2 contractors to recruit local people through the use of **Community Benefit Clauses in Council Contracts**. The contractor for

the Council's Central Heating Replacement Framework, provided work experience for one of our Employability Fund trainees who subsequently got a job with one of their sub-contractors. A flooring contractor, also provided work experience for another of our Employability Fund Trainees.

- As a partner in the **Supplier Development Programme**, which provides training and support to help companies improve their chances of winning public sector contracts, we hosted 3 workshops in Alloa over the year.
- With the closure of **Longannet Power Station** the Council has been working with partners to develop an Economic Recovery Plan to address issues relating to the workforce, contractor employment and supply chain impacts as well as further downstream implications. This include engagement through PACE.

Support to businesses and employers continues to be an important strand of our activity. As well as a strategic role in the delivery of the Business Gateway contact in Clackmannanshire, we worked directly with 250 businesses through their start-up and growth stages.

The Council continues to support the strategic development of the Tourism sector in Clackmannanshire. Discover Clackmannanshire continues to meet under the umbrella of Clackmannanshire Business and is looking to maximise opportunities based on the Year of Innovation, Design and Architecture (2016) and the Year of History, Heritage and Archaeology (2017). The service has also been active in working with others to promote the area as a filming location and there has been growing interest from both domestic and international production companies during the year.

The Ochils Landscape Partnership (OLP) has been in its implementation stage since August 2011 and came to a formal end in January 2016. It brought together 20 partner and community organisations to deliver 22 projects. The focus of activity has now moved to developing legacy arrangements for the OLP scheme including a commitment to undertake a 10 year maintenance programme.

Environment Services

Waste

A successful recycling awareness and Quality Counts campaign was launched in the second half of 2015/16, including an information booklet and residual waste bin sticker as a pre-cursor to the planned move to three weekly residual waste collections. This raising of awareness has seen the quantity of food waste collected increase to record levels over the last 5 months with a year-on-year increase of 105 tonnes to 1,582 tonnes per annum. An additional 191 tonnes of material was recycled from blue bin collections increased.

Collected residual waste increased by only 38 tonnes over the same period due to an increase in the number of households serviced and more waste per household being generated.

The headline household recycling rate, subject to verification, is provisionally 48.4%. This is a reduction of 7% on the previous year largely due to the re-classification of energy recovery as not being recycling, as only 42% of waste was

sent to landfill. The national reporting of waste indicators operates on a calendar year and the effects of the recent awareness campaign showing strong gains in recycling have not fed into national indicators.

Officers have worked closely with Zero Waste Scotland, Scottish Government and local authorities in the research and preparation of a Charter for Household Recycling and development of the Scottish Material Brokerage Service. The Council will have the opportunity to become a signatory to the Charter for Household Recycling early in financial year 2016 and signal its continued commitment to sustainable resource management and the circular economy.

The contract to sort and recycle blue bin waste was re-tendered. The value of recovered and recycled waste is heavily influenced by the quality of the material and most significantly by global market prices. Consequently the cost to treat blue bin waste has risen significantly during 2015/16.

Streetcare

During the 2014/15 year the Local Environmental Audit and Management System assessed 203 streets throughout Clackmannanshire and found 96.6% of these to be at an acceptable level (Grade A, B+ or B).

Of those streets 97% had no presence of dog fouling, with the remaining 3% having a minor presence. The majority of litter causing material was recorded as 53.2% of streets showing a presence of smoking related litter.

Of the other Environmental Quality Indicators; Vandalism, Staining and Flytipping were reported as having no presence or a minor presence. 0.5% of streets had a significant or severe presence of Graffiti, 2.5% Weed Growth, 1.5% Detritus and 0.5% Flytipping. An overall Cleanliness Index Value of 80 was returned.

Due to changes in the scoring methodology direct comparisons with previous years cleanliness index prior to 2014/15 is not practical.

A long running anti-litter campaign was deployed across the county with bespoke posters displayed in bus shelters specifically identifying with village names.

Grounds Maintenance

A major piece of work to withdraw from the maintenance of land not owned by the Council was completed to deliver £100,000 savings identified in the 2015/16 budget.

Extensive capital drainage works were undertaken in Alva Cochrane Park to solve a long standing issue of flooding to the play area and footpaths.

More than 300 tree related works including routine maintenance and complaints were dealt with by our in house forestry team. To support the Roads Service a number of large trees at the road improvement works between Collyland and Fishcross were felled

Improvements to footpaths, turfing and roads were undertaken across the cemetery estate, most notably at Tillicoultry Cemetery to address surface water drainage and alleviate localised flooding.

A programme of mulching the 1280 shrub beds throughout Clackmannanshire using recycled wood was completed. The practice reduces weed growth and the use of chemical weed killer, retains moisture and improves the sustainability of the service. Secondary benefits include improved visual appearance and a reduction in maintenance resource.

There was an increase in the number of requests for burial to 333 from a previous year total of 286. Sunnyside Cemetery continues to serve as the most frequently used and accommodates half of all interment requests.

Fleet

The combined Fleet used by Services travelled 1,382,000 miles compared to 1,417,000 miles in 2014/15, a reduction of approximately 35,000 miles. The main service users were Property 600k miles, Social Work 243k, Refuse Collection 200k and Roads 175k miles.

A sustained reduction in fuel price of around 15% compared to the previous year contributed to total Environmental Service savings. Total fuel use was 398,000 litres compared to 402,000 litres in 2014/15, a reduction of approximately 4,000 litres.

Electrification of the Fleet has been assisted by grant of £40,000 during 2015/16 from Transport Scotland's Switched on Fleet programme. The grant bridges the gap between conventional combustion engine vehicles to the cost of an electric vehicle equivalent. The added benefit of zero road fund licence and significantly reduced fuel costs and emissions contributes to the Council's local sustainability and carbon reduction commitment. Delivery of the six new electric vehicles will bring the total electric fleet to 12 vehicles.

Making Clackmannanshire Better

The corporate change programme was a significant focus of service activity over the last year. Appendix 2 details the change, efficiency and income generation activities taken forward by the Service. The majority of activities were delivered within the year achieving the financial target placed. Where activities were not delivered by April 2016 they have been continued over to 2016/17.

Annual Governance

Through the annual governance process risks and corporate areas for improvement were identified. The Service has made improvements in the areas that can be influenced, most notably reallocating resource to support the Services MCB programme of change.

Workforce planning and resource availability remains an area of risk through single points of failure, resource availability and succession planning. A programme of workforce planning sessions will be taken forward in 2016/17 to consider future direction to manage areas of risk.

Overall Performance

Each Service has in place performance indicators to measure service performance. For the majority of indicators the Services are delivering tangible outcomes to meet the needs of our communities, businesses and corporate priorities. The national local government framework indicators provides an overview on performance against national performance. This report is contained in Appendix 3 and in all but two cases the Services perform above the national average for cost, effectiveness and satisfaction.

There are a few areas where outcomes were not delivered or performance was below acceptable thresholds. These areas related to Health & Safety performance in Roads & Transportation where a serious accident occurred and processes required updating, delivery of full capital programme within the year and response to enquiries.

The Health & Safety performance has been addressed and along with the other two areas will have an increased focus in performance management in 2016/17.

5. PERFORMANCE HIGHLIGHTS OF THE YEAR

The overall performance, outcome delivery and individual performance of services has been very strong in 2015/16 and is detailed in Appendix 1 to this report.

Customers

- Customer satisfaction through external survey is high across most service areas.
- Our timely response to customer requests for services is also high with over 96% of our Regulatory enquiries being responded to within timescale and our planning applications dealt with in less than 7 weeks.
- In Environmental Health 100% of high risk food inspections were undertaken within target.
- The Building Standards, Planning and Environmental Health Teams achieved received a positive response to a national customer satisfaction survey and audits carried out by Scottish Government.

Finance

- Services were delivered within budget.
- Agreed and in year financial savings and efficiencies were achieved.

Service

- The Service is taking forward all of the Council's corporate priority outcomes through effective service delivery focussed on outcome delivery including :

- our residents are better skilled, trained, ready and obtaining employment,
- our road and land assets have been maintained and enhanced to enable communities and businesses to flourish,
- our frontline and regulatory services are recognised for being efficient, effective and valued positively by our communities.

Development and Environment Service Business Plan 2015-16 End of Year Report APPENDIX 1

KEY TO SYMBOLS

PIs					
Status		Short Term Trends		Long Term Trends	
Compares actual performance with target		Compares actual performance with most recent previous		Compares actual performance with previous over the longer term	
	Alert		Performance has improved		Performance has improved
	Warning		Performance has remained the same		Performance has remained the same
	OK (performance is within tolerance limits for the target)		Performance has declined		Performance has declined
	Unknown		No comparison available - May be new indicator or data not yet available		No comparison available

ACTIONS	
Expected Outcome	
	Meet target/complete within target dates
	Will complete, but outwith target
	Fail to complete or cancelled















RISKS	
Current Rating = Likelihood x Impact (1 - 5)	Status
	Rating 16 and above
	Rating 10 to 15
	Rating 9 and below
<p>The likelihood of a risk occurring, and the impact if it does occur are each scored on a scale of 1 to 5, with 1 being the least likely or the least significant impact. Detailed guidance on scoring is provided in the Risk Management Policy and guidance.</p>	

DAE Business Plan 2015/16 End of Year Actions

Generated on: 11 May 2016





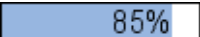

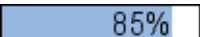











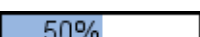



CORPORATE PRIORITY OUTCOME

1. Focusing on Prevention and Early Intervention (for Better Outcomes)

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 123	Support small to medium enterprise traders to ensure they comply with the duties of the Tobacco and Primary Medical Services (Scotland) Act 2010.	31-Mar-2016	 100%		All traders in Clackmannanshire were advised by letter of the Display Ban in April and 20 follow up visits were carried out to Traders to check for compliance in August. The visits were followed up with written advice. The suppliers of the tobacco displays have now amended these to bring them into compliance.	Ian Doctor
DAE SBP 126	Regulatory Service supports business through inspection, intervention and engagement programmes.	31-Mar-2016	 100%		The service completed its programme of inspections and interventions within target	Ian Doctor
DAE SBP 133	Develop and implement new European Structural Funds Programmes 2015-18 actions for 2015/16.	31-Mar-2016	 100%		Operations received Ministerial approval in March 2016.	Julie Hamilton
DAE SBP 134	Work with Education to deliver Scotland's Young Workforce Agenda	31-Mar-2016	 100%		Regional Invest in Young People Group established and successful in obtaining funding from Scottish Govt for dedicated Forth Valley resource.	Julie Hamilton
DAE SBP 135	Develop and implement strategy to make effective use of agreed annual budget for Modern Apprentices	31-Mar-2016	 100%		Programme in place. 9 Apprentices recruited in 2015/16 and further opportunities identified for 16/17.	Julie Hamilton
DAE SBP 137	Develop and implement Local Employability Strategy 2014-17 action plan	31-Mar-2016	 100%		Delivery of 3 year plan progressing.	Julie Hamilton
DAE SBP 145	Support local businesses through promotion and marketing of Broadband Voucher Scheme	31-Mar-2016	 100%		The Broadband Connection Voucher Scheme closed in October 2015. In Clackmannanshire 15 vouchers were issued, ahead of the original 10 voucher target, with a total value £9,482.	Julie Hamilton

CORPORATE PRIORITY OUTCOME

2. Developing Integrated & Sustainable Services

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 102	Implement Open Space Strategy	31-Mar-2016	 100%		The strategy is a live process and ongoing work is being carried out on its development and implementation in partnership with other services. In particular in cemeteries and play parks.	Ian Doctor
DAE SBP 103	Continued strategic investment for street lighting and implementation of LED street lighting programme which will reduce electricity consumption and lighting column maintenance	31-Mar-2016	 90%		Work was delayed through contractor unable to complete all of the work by the end of March 16. Work continues into 2016.	Scott Walker
DAE SBP 105	Develop and improve D&E areas of Clacksweb and CONNECT	31-Mar-2016	 85%		The web pages have been overhauled over the year with further work planned for 16/17	Gordon McNeil; Karen Payton
DAE SBP 118	Deliver D&E Service's Capital Investment Programme 2015/16	31-Mar-2016	 85%		Capital programme progress is set out in Appendix to the Committee report.	Gordon McNeil
DAE SBP 119	Update the Local Transport Strategy which sets out Clackmannanshire Council's vision and actions for transport in Clackmannanshire	31-Mar-2016	 100%		Local Transport Strategy is complete and will be presented in 2016/17	Scott Walker
DAE SBP 121	Continued strategic programme of interventions to sustain and improve recycling to encourage behavioural change and promote the waste hierarchy of reduce, reuse and recycle.	31-Mar-2016	 100%		A new Waste Awareness booklet and residual bin sticker was produced and distributed to households. The campaign focussed on the quality of recycling materials as part of ongoing behavioural change around recycling and waste. There has been an increase in food and other material recycling.	Graeme Cunningham
DAE SBP 122	Expand food waste collection to commercial premises which produce less than 50kg of food waste per week.	31-Mar-2016	 100%		Work with commercial waste customers is progressing to ensure compliance.	Graeme Cunningham
DAE SBP 127	Progress approved Clackmannanshire Local Development Plan to adoption.	31-Mar-2016	 100%		Plan approved by Council and Scottish Government have provided final approval.	Julie Hamilton
DAE SBP 136	Develop closer working relationships with Clackmannanshire Business, Alloa Town Centre BID, Clacksfirst and Forth Valley Chamber of Commerce	31-Mar-2016	 100%		Closer links formed with BIDS and Clackmannanshire Business. Chamber of Commerce relationship improved, financial constraints will restrict development.	Julie Hamilton
DAE SBP 142	Develop "Contribute" in Clackmannanshire	31-Mar-2016	 50%		Support to employers streamlined and held centrally on Clacksweb. Overall content is being taken forward through Clackmannanshire Business in 2016/17.	Gordon McNeil
DAE SBP 144	Develop the River Basin Management Plan and Local Flood Risk Management Plan	31-Dec-2015	 100%		Local Flood Risk Management Plans for both The Forth and The Forth Estuary Local Plan Districts will be published by June 2016. The River Basin Management Plan is progressing on to its next cycle which is carried	Ian Doctor

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
					out on a 6 yearly basis. This work is carried in conjunction with adjoining Local Authorities and SEPA. Progress continues to be on target.	
DAE SBP 146	Market and support the development of projects using funding opportunities available through the new LEADER Programme	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		Successful launch. Expressions of interest received from Clackmannanshire projects and businesses.	Julie Hamilton
DAE SBP 147	Develop and agree Ochils Landscape Partnership legacy arrangements	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		EPIC established. Discussion with Council ongoing regarding legacy arrangements.	Ian Fraser; Julie Hamilton

CORPORATE PRIORITY OUTCOME

3. Making Best Use of Assets & Resources

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 100	Implement 2015-16 Asset Disposal Strategy	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		Disposals pursued. Achieved over £1,000,000 in 15/16.	Julie Hamilton
DAE SBP 101	Deliver the annual vehicle replacement programme and improve the quality of our vehicle fleet to reduce fuel use and emissions.	31-Dec-2015	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		Vehicle replacement capital programme implemented.	Graeme Cunningham
DAE SBP 120	Continued expansion and development of Clackmannanshire's cycle and pathway network	31-Mar-2016	<div style="width: 70%;"><div style="width: 70%; background-color: #4f81bd; color: white; text-align: center;">70%</div></div>		Phases 1, 2, 4 and 5 of Lornshill to Cambus route completed; Phase 1 of Dollar route complete. Phase 3 of Lornshill to Cambus delayed until Summer school holidays to minimise disruption and for H&S reasons. Phase 2 of Dollar route delayed until school holidays April 2016. Capital carry over agreed with Finance and Sustrans.	Scott Walker
DAE SBP 124	Support Clackmannanshire Third Sector Interface to produce a feasibility study into a community transport scheme for Clackmannanshire	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		Support provided to the consultant engaged by the third sector to undertake modelling. Outcomes not yet available.	Alan Murray
DAE SBP 132	Implement new, supported bus services in Clackmannanshire	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		Service changes implemented.	Scott Walker

CORPORATE PRIORITY OUTCOME

4. Organisational Charter

CORPORATE PRIORITY OUTCOME

CORPORATE PRIORITY OUTCOME

Communication

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 108	Plan effective communication activities to support the service's priorities and outcomes using the most effective communication channels and technologies.	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		Key messages on service activity and service change, such as buses and improving recycling, have been taken forward. Including local press promotion of services.	Gordon McNeil; Karen Payton
DAE SBP 113	Use customer consultation and feedback to influence how services are configured and delivered	31-Mar-2016	<div style="width: 85%;"><div style="width: 85%; background-color: #4f81bd; color: white; text-align: center;">85%</div></div>		Economic Development and Trading Standards have undertaken most recent customer surveys to influence service delivery going forward.	Gordon McNeil

CORPORATE PRIORITY OUTCOME

Financial Stability and Good Health

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 110	Deliver the financial efficiencies agreed by Clackmannanshire Council in February 2015. See Appendix 2.	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		The majority of 2015 savings delivered. Where not delivered other funds have been sufficient to achieve target. Additional income achieved.	Gordon McNeil
DAE SBP 111	Manage effectively the D&E financial targets	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		Delivered in-year efficiencies, as per action DAE SBP 110 above.	Gordon McNeil
DAE SBP 117	Identify efficiency savings for 2016/17	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		Service changes, additional income and financial savings identified for 16/17.	Gordon McNeil



CORPORATE PRIORITY OUTCOME

Governance





Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 116	Implement improvement actions from Annual Governance Statement Governance Panel	31-Mar-2016	<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>		The service has implemented what it can influence within D&E Service.	Gordon McNeil
DAE SBP 131	Revise the Sustainability and Climate Change Strategy and implement 2015/16 actions	31-Mar-2016	<div style="width: 70%;"><div style="width: 70%; background-color: #4f81bd; color: white; text-align: center;">70%</div></div>		The "Sustainability Test" has been presented to E + E committee and a Sustainable Ways of Working Guidance report has been produced, both await instruction from CMT for next stage of roll out. Prioritisation of this project will be subject to corporate priorities. The production of a renewable energy policy	Ian Doctor

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
					is scheduled in this years team work plan.	



CORPORATE PRIORITY OUTCOME
Leadership Development

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 109	Lead and support training and development programme for employees	31-Mar-2016	 100%		Staff training programmes devised and currently being taken forward corporately.	Gordon McNeil

CORPORATE PRIORITY OUTCOME
Ongoing Review of Service Models





Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 112	Deliver the MCB programme of projects. See Appendix 3 Service Reviews and Business Cases.	31-Mar-2016	 100%		MCB Business cases approved within Council budget. Implementation plans in place for 16/17.	Gordon McNeil
DAE SBP 125	Continue a service-wide pilot and develop the pool car scheme.	31-Mar-2016	 100%		Pool cars continue to be well utilised in pilot areas. New area of service introduced in 2016/17 - linked to wider review of fleet and business travel.	Scott Walker

CORPORATE PRIORITY OUTCOME
Promoting Clackmannanshire

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 141	Contribute to the development of a Clackmannanshire Tourism Strategy aligning local opportunities to national priorities	31-Mar-2016	 100%		Clackmannanshire Business have taken ownership of the tourism strategy.	Julie Hamilton







CORPORATE PRIORITY OUTCOME
Service Excellence

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
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Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 106	Improve DAE's performance management arrangements, ensuring performance information is used to drive improvement and is communicated effectively with staff and local residents.	31-Mar-2016	 100%		Performance embedded in team meetings, PRD's and 121's relating to over-arching business plan outcomes and objectives. Area for improvement in 16/17 is the consistency in operational plans across each service area.	Gordon McNeil
DAE SBP 107	Improve the use of benchmarking information through the Local Government Benchmarking Framework (LGBF)	31-Mar-2016	 100%		Participating in the LGBF family groups to learn and share good practice. Service make use of APSE network and chief officer groups.	Gordon McNeil



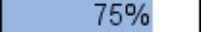

CORPORATE PRIORITY OUTCOME



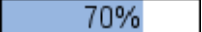

Supporting Staff Through Change

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 104	Maintain regular engagement with the trades unions through the now established meeting forums	31-Mar-2016	 100%		Regular meetings are held with Trade Unions. Meetings discuss general matters as well as specific service arrangements.	Gordon McNeil
DAE SBP 114	Progress results of the employee survey and develop improvement actions based on the findings	31-Mar-2016	 100%		New staff engagement suggestions collated for action.	Gordon McNeil
DAE SBP 115	Improve absence performance within D&E	31-Mar-2016	 100%		All employees supported through attendance policy. Regular absence meetings held to challenge and support performance.	Gordon McNeil

CORPORATE PRIORITY OUTCOME

Total Place


Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 128	Work with local business, EU funding partners and Scottish Futures Trust to develop feasibility proposals and delivery models for a district heat network in Alloa through heat waste recovery.	31-Mar-2016	 100%		This project is now considered to be completed due to the withdrawal of Owens-Illinois (Alloa Glass Works) from the partnership. A new covalent activity will be created should O.I. decide to participate in the future.	Ian Doctor
DAE SBP 130	Tillicoultry Glen is re-opened with safe access.	31-Mar-2016	 75%		Contract for rock stabilisation awarded. Work to commence in March 2016.	Julie Hamilton

Code	Action	By When	Progress	Expected Outcome	Latest Note	Lead
DAE SBP 139	Take forward green network and biodiversity programmes in partnership with third sector organisations.	31-Mar-2016	 100%		Ongoing project work to develop partnerships and to deliver programmes however, overall progress is increasingly dependent upon capacity in external partnership bodies and availability of external funding. Regulatory and Environmental staff continued to support the roll out of projects under the Inner Forth Landscape Initiative for access, volunteering, natural and cultural heritage. An important aspect of this work was community engagement and this was particularly successful with 383 events, involving over 6,000 local people in the IFLI area as well as 450 additional local individuals participating in volunteer events.	Ian Doctor
DAE SBP 143	Prepare a Climate Change Adaptation Strategy for Clackmannanshire	31-Dec-2015	 70%		A paper has been prepared for a climate change adaptation strategy and is currently awaiting consideration. If adopted, the measures proposed will meet the Public Body Duty reporting requirements and managing COU CRR 031 Failure to Prepare for Severe Weather Events in the Corporate Risk Register. Staff have continued to work with internal and external partners including the Scottish Government and inter agency Adaptation Learning Exchange to establish and develop best practice in climate change adaptation. Approaches and reports developed by Clackmannanshire Council staff have been adopted by the Adaptation Learning Exchange and the Sustainable Scotland Network as models of good practice.	Ian Doctor





Development and Environment Service Business Plan Indicators 2015/16 End of Year

Generated on: 11 May 2016

CORPORATE PRIORITY OUTCOME								
Financial Stability and Good Health								




Code	Description	2012/13	2013/14	2014/15	2015/16	2015/16		Latest Note	Lead
		Value	Value	Value	Target	Value	Status		
GOV FTE DAE	Establishment - FTE (Development & Environment)			225.07	220	215.41			Gordon McNeil

CORPORATE PRIORITY OUTCOME								
Service Excellence								

Code	Description	2012/13	2013/14	2014/15	2015/16	2015/16		Latest Note	Lead
		Value	Value	Value	Target	Value	Status		
GOV FOI DAE	% FOI enquiries responded to within timescale - Development & Environment	100%	99%		100%	97%		235 of the 243 FOI requests were responded to on time.	Gordon McNeil
DAE CUS 023	DAE Councillor enquiries responded to within timescale.		90%	88%	93%	88%		A total of 189 Councillor Enquiries were received into the Development and Environment Service during 2015/16. Of these, 166 were responded to within timescale.	Gordon McNeil
DAE CUS 024	DAE MP / MSP enquiries dealt with within timescale.				93%	93%		62 of 67 enquiries received were responded to within timescale.	Gordon McNeil
DAE CUS 025	DAE complaints responded to within timescale			72.4%	93.0%	74.5%		35 of 47 enquiries were dealt with within timescale.	Gordon McNeil


CORPORATE PRIORITY OUTCOME								
Supporting Staff Through Change								

Code	Description	2012/13	2013/14	2014/15	2015/16	2015/16	Latest Note	Lead
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		Value	Value	Value	Target	Value	Status		
GOV AB1 DAE	Average FTE Days Sickness Absence (Development & Environmental Services)			10.28	10	11.94			Gordon McNeil
GOV AB2 DAE	Sickness absence level (% - Development & Environment)				3.30%	4.51%		Sickness absence is at around the same level for the last 2 years.	Gordon McNeil
DAE PPL 004	Number of RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences) cases within the Development and Environment service.			19	0	7		All RIDDOR reported were musculoskeletal injuries.	Gordon McNeil

CORPORATE PRIORITY OUTCOME

Workforce & Leadership Development


Code	Description	2012/13	2013/14	2014/15	2015/16	2015/16		Latest Note	Lead
		Value	Value	Value	Target	Value	Status		
DAE PPL 002	% DAE PRDs undertaken		67%	50%	100%	38%		PRDs are progressing across all service areas.	Gordon McNeil

Development and Environment Service: Local Government Benchmarking Framework (LGBF) & Single Outcome Agreement (SOA) Indicators 2015/16 Outcome

Generated on: 11 May 2016



CORPORATE PRIORITY OUTCOME

1. Focusing on Prevention & Early Intervention (for Better Outcomes)

Code	Description	2013/14	2014/15	2015/16	2015/16		Latest Note	Lead
		Value	Value	Target	Value	Status		
EDE BUS 002	Number of unique businesses and other employers supported by Economic Development staff within the current business year.	243	249	240	250		Exceeded target for 15/16.	Julie Hamilton





CORPORATE PRIORITY OUTCOME

2. Developing Integrated & Sustainable Services

Code	Description	2013	2014	2015	2015		Latest Note	Lead
		Value	Value	Target	Value	Status		
ENV WMA 010	Percentage of household waste recycled or composted	59.9%	55.7%	55%	48.4%		A change to the method used to calculate the household recycling rate now means some material sent for energy recovery does not count as recycling and is counted as recovery. When the material sent for recovery (9.6%) is counted as not sent to landfill the diversion rate is 58%.	Graeme Cunningham
ENV WMA 011	Total household waste recycled / composted (tonnes)	16,049	14,920		12,792		Changes to the calculation used by SEPA now excludes waste recovered for energy from the definition of recycled. Recovered waste was 2,531 tonnes, combined would be 15,323	Graeme Cunningham

CORPORATE PRIORITY OUTCOME

3. Making Best Use of Assets & Resources

Code	Description	2012/13	2013/14	2014/15	2015/16	2015/16		Latest Note	Lead
		Value	Value	Value	Target	Value	Status		
RAT RAT 001	Percentage of A class roads that should be considered for maintenance treatment	21.8%	26.4%	30.1%	25.0%	23.6%		Significant improvement from previous year due to capital investment strategy	Scott Walker
RAT RAT 002	Percentage of B class roads that should be considered for maintenance treatment	21.8%	24.5%	32.4%	30.0%	28.5%		Improvement from previous year due to capital investment strategy	Scott Walker
RAT RAT 003	Percentage of C class roads that should be considered for maintenance treatment	29.1%	34.4%	41.3%	30.0%	32.5%		Improvement from previous year due to capital investment strategy	Scott Walker
RAT RAT 004	Percentage of unclassified roads that should be considered for maintenance treatment	40.2%	39.7%	42.7%	40.0%	41.9%		Only 10% of the unclassified network is surveyed annually therefore the results may be unpredictable and not offer a true reflection of the condition of the network in general. However the overall trend (since 2008) of the overall network slowly deteriorating is generally accepted as a fair reflection of the condition of unclassified routes within Clackmannanshire.	Scott Walker
RAT RAT 024	Cost of maintenance per kilometre of road in Clackmannanshire.	£12,454	£8,013	£8,796	£6,058			Figure is only available once Local Finance Return is complete later in the year.	Scott Walker

Development and Environment Service Risks 2015-16 End of Year

ID & Title	DAE SRR 100 Workforce Resources	Approach	Treat	Status		Managed By	Gordon McNeil	Target Rating	6	Current Rating	12
Description	Capacity to deal with peaks in workload, demands upon the service and service resilience due to workforce availability.							 Likelihood Impact	 Likelihood Impact		
Potential Effect	Service cannot demonstrate that is effective, efficient and recognised for excellence.										
Related Actions	DAE SBP 025 Improve attendance performance within D&E	<input type="text" value="0%"/>	Internal Controls	Performance Review & Development Process							
	DAE SBP 029 Progress the employee action plan	<input type="text" value="0%"/>		People Strategy							
	DAE SBP 033 Undertaking workforce planning and take forward agreed outcomes.	<input type="text" value="0%"/>		Maximising Attendance & Employee Wellbeing Policy							
Latest Note	Supporting and developing staff is an area for concern for the service. Reasons for this include: reducing specialist knowledge and support; need for investment in workforce skills and abilities; need for better management of single points of failure; and under-capacity restricting innovation and access to external funding. To counteract this, the Service Management Team will endeavour to invest in our experienced and committed staff through increased scope of PRDs, encouraging staff to expand their developmental activity into other areas of work, reviewing staff terms and conditions and building upon flexible ways of working.										
ID & Title	DAE SRR 101 Unaligned service delivery with corporate objectives	Approach	Treat	Status		Managed By	Gordon McNeil	Target Rating	3	Current Rating	6
Description	Service delivery is not aligned with corporate objectives							 Likelihood Impact	 Likelihood Impact		
Potential Effect	Fail to meet corporate and service objectives; Customer expectations not met; and Fail to meet customer demand.										
Related Actions			Internal Controls	Budget Strategy							
				Budget Challenge & Financial Monitoring							
				Business Planning Process							
				Governance Panel							
			Making Clackmannanshire Better Programme								
Latest Note	The Service Management Team will endeavour to transformation weaknesses in how our service performance is managed. We are aware that: our corporate financial systems lag behind the current business need; the cyclical nature of budgeting does not reflect service operation need; and we have reducing staff numbers whilst we must respond to new and changing corporate and legislative requirements. Efforts ongoing to counteract this risk includes: establishing a clear vision of service provision; reducing expenditure on non-core activity; and automated procurement programmes and systems. Despite this risk, the service continues to achieve high performance in national performance indicators and has a track record of delivering service efficiencies.										

Development & Environmental Savings 2015/16

Reference	Description of Saving	Year 1 2015-16 £	Saving Achieved	Variance	Plan to Achieve Savings (update monthly)
DE001	FLEET reduced fuel cost.	25,000	25,000		
DE004	Extend service interval for fleet	1,000	1,000		
DE007	Increase use of Pool Vehicles.	5,000	5,000		
DE008	Approved 14/15 by Council. Cease maintaining non council owned land	100,000	100,000		
DE010	Cemetery Gates either not locked or locking to move to Stipend Payment not overtime.	3,000	3,000		
DE011	Income from increase in external works rate.	4,000	-		Saving for 2015/16 not achieved due to a reduction in requests for external works.
DE012	Increase Burial Charges significantly (+25%).	55,000	55,000		
DE014	Integrate Grass cutting and Litter clearance	5,000	5,000		
DE015	Overtime reduce to minimum essentials and emergency.	10,000	10,000		
DE017	Reduce further the maintenance programme.	7,500	7,500		
DE021	Reduction in Service Standard to minimum EPA CoP level.	12,500	12,500		
DE022	WASTE -enforcement & service review. Increased support for minimising waste generation and improved recycling	30,000	30,000		
DE023	3-Weekly waste collection	25,000	25,000		- Roll-out of service early summer 2016. Saving achieved in other aspects of service.
DE025	Introduce charging for 2nd Garden Bin.	2,500	605	- 1,895	Less customers than anticipated. Will be promoting as part of upcoming Waste communications.
DE026	Increase Commercial Waste charges .	10,000	-	- 10,000	Saving for 2015/16 not achieved due to lower numbers of customers, reducing waste and competitive pricing from other providers.
DE027	Increase Bulky Uplift charges	10,000	10,000	-	
DE032	Reduce sampling budget	5,000	5,000	-	
DE033	Building Standards Surveyor 0.5 FTE reduction.	21,700	20,000	- 1,700	
DE039	Stop supply of free poop scoops	7,000	7,000	-	
DE040	Trading Standards Reduction in number of consumer advisors from 3 to 2.	3,000	3,000	-	
DE042	Combining the duties and functions of three posts into two (Pest Control Officer, the Animal Welfare & Environmental Protection Officer (EPO).	13,000	13,000	-	
DE043	Move to full cost recovery in Licensing	5,500	5,500	-	
DE044	Charge for Street Naming and numbering	400	400	-	
DE047	Removal of 1 FTE Economic Development Reconfiguration of Economic Services	49,295	46,000	- 3,295	
DE049	Removal of 1 FTE (Sustainability Team Leader)	57,236	54,636	- 2,600	
DE050	Retiral of Project Officer	50,860	45,900	- 4,960	













Development & Environmental Savings 2015/16

Reference	Description of Saving	Year 1 2015-16 £	Saving Achieved	Variance	Plan to Achieve Savings (update monthly)
DE052	Delete Twinning Budget	3,500	3,500	-	
DE053	Reduce LBAP,Publication (Implementation),Budget	3,290	3,290	-	
DE054	Legal fees / expenses.	5,000	5,000	-	
DE055	Reduce Clackmannanshire Business and Tourism budgets.	10,000	10,000	-	
DE057	Increasing fees for retrospective Building Warrant & Planning certification.	3,000	-	- 3,000	Implemented in 2016/17 charges
DE058	Rationalisation and remodelling of Sustainability Team	5,000	5,000	-	
DE065	Shopmobility. Order of Malta Dial a Journey	7,300	7,300	-	
DE066	Road Markings.	3,000	3,000	-	
DE072	Supported bus services	60,000	60,000	-	Projection is that £49k of £60k savings for 2015/16 will be achieved.
DE074	Roads drainage maintenance and gulley cleansing	10,000	10,000	-	
DE075	Order of Malta Dial-a-Journey	9,100	9,100	-	
DE077	Income generation (Roads & Transportation).	5,000	1,000	- 4,000	
DE076 & 079	Reorganisation of Street Lighting Management & Operations. Roads Staff Restructure.	58,000	58,000	-	
DE080	Traffic Signs.	13,500	13,500	-	
Total		£714,181	£678,731	-£35,450	

Local Government Benchmarking Framework 2014/15 Development & Environmental Services Extract

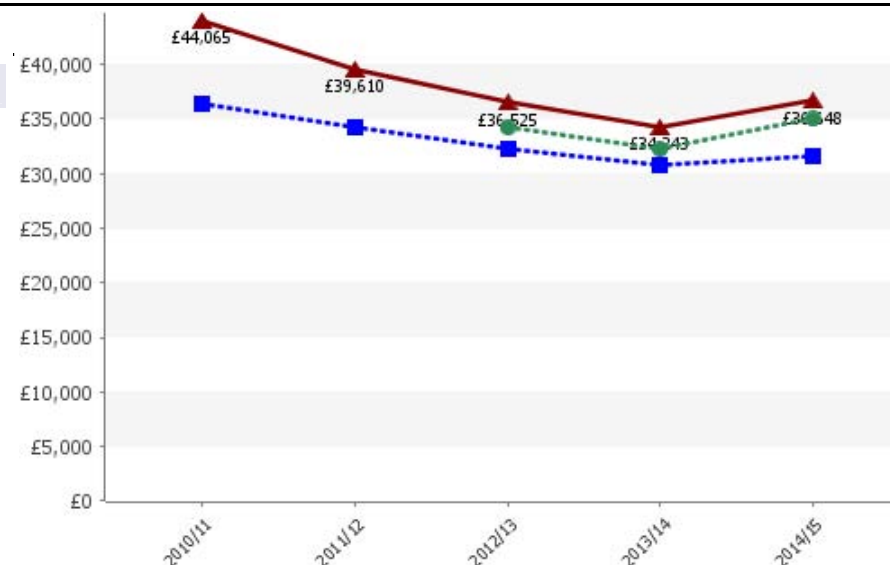
This report shows how Clackmannanshire Council performed in the LGBF indicators relating to Development & Environmental Services during the 2014/15 financial year. This is a national framework which all Councils have a statutory duty to report. The [full version of this report](#) was presented to Resources & Audit Committee in February 2016. Additional performance information for all Councils and services can be found at <http://scotland.mylowalcouncil.info/> and further local performance information can be found on Clacksweb.

Guidance

Value	The result achieved by Clackmannanshire Council in the time period shown. Shown in dark red on Section 3 graphs with data points marked by triangles.
Trend	Whether performance has improved or declined since the previous year. In some indicators, such as costs, we want the actual values to go down, but an upwards arrow still indicates that performance has improved. An upwards arrow for all indicators would be ideal, however, in the current financial climate, we cannot expect to improve in all areas.  Performance has improved  Performance has declined  Performance is consistent  No comparison or missing data
Target	The performance level Clackmannanshire Council was aiming for in the time period shown. Shown as green dotted lines on Section 3 graphs with data points marked by circles.
Status	Whether the target was met, taking into account a 'tolerance'. This highlights areas requiring attention as red or amber, while those achieving (or close to) target remain green.  Within 5% of target, or target met or exceeded  Between 5 and 15% outwith target  More than 15% outwith target  No target set or missing data
Scottish Average	The national average result for each indicator, based on data submitted to national governing bodies annually by all local authorities. Shown as blue dotted lines on Section 3 graphs with data points marked by squares.
Rank	Our position in relation to other Scottish Councils - the lower the rank, the better we performed compared to others. 1 st place is the best ranking and 32 nd is the worst.
Quartile	4 groupings of rankings, showing more generally how we performed compared to others.  Top quartile - 1 st to 8 th place rankings  2 nd quartile - 9 th to 16 th  3 rd quartile - 17 th to 24 th  Bottom quartile - 25 th to 32 nd

Cost of parks & open spaces per 1,000 population

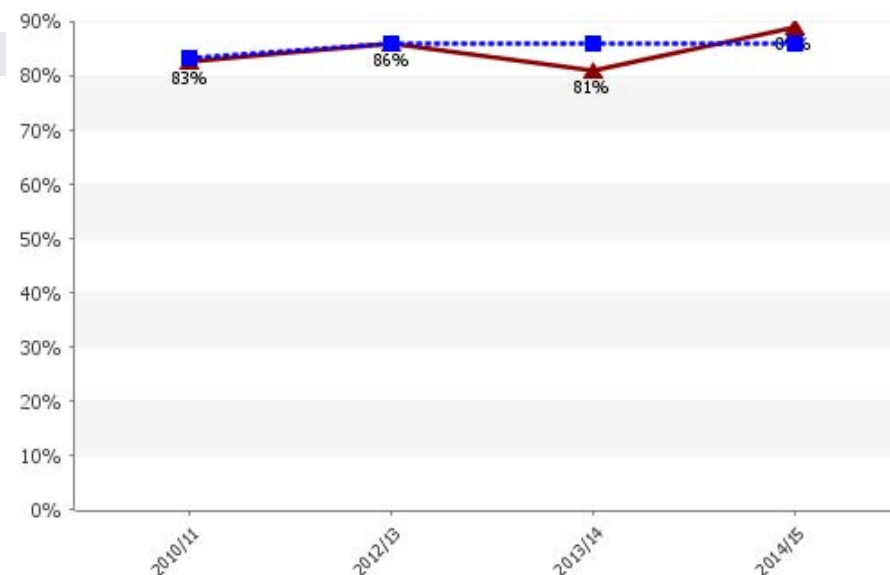
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	£44,065	?		?	£36,448	24	■ ■
2011/12	£39,610	↑		?	£34,237	23	■ ■
2012/13	£36,525	↑	£34,237	▲	£32,256	25	■ ■
2013/14	£34,243	↑	£32,256	▲	£30,738	23	■ ■
2014/15	£36,648	↓	£35,000	✔	£31,667	24	■ ■



Fluctuation in cost reflects the seasonality of the service delivery and are influenced by capital works as this is a Gross value indicator. Public satisfaction with parks and open spaces remains high 89% 2014/15.

Adults satisfied with parks & open spaces

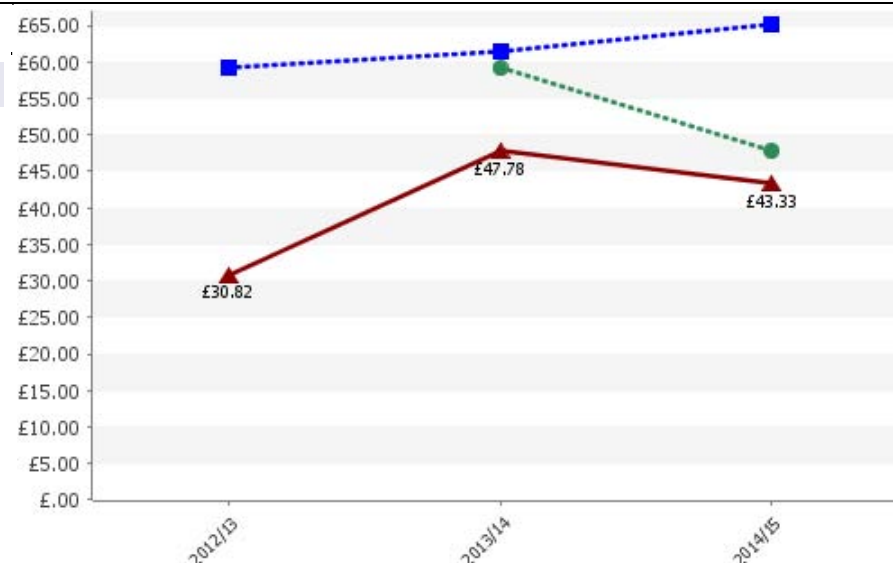
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	83%	?		?	83%	18	■ ■
2011/12	Scottish Household Survey previously every 2 years, annual from 2012/13						
2012/13	86%	↑		?	86%	17	■ ■
2013/14	81%	↓		?	86%	28	■ ■
2014/15	89%	↑		?	86%	10	■ ■ ■



Parks and Open Spaces are maintained to a level that is fit for purpose to achieve the corporate goal of making Clackmannanshire an attractive place to live and work.

Cost of refuse collection per premise

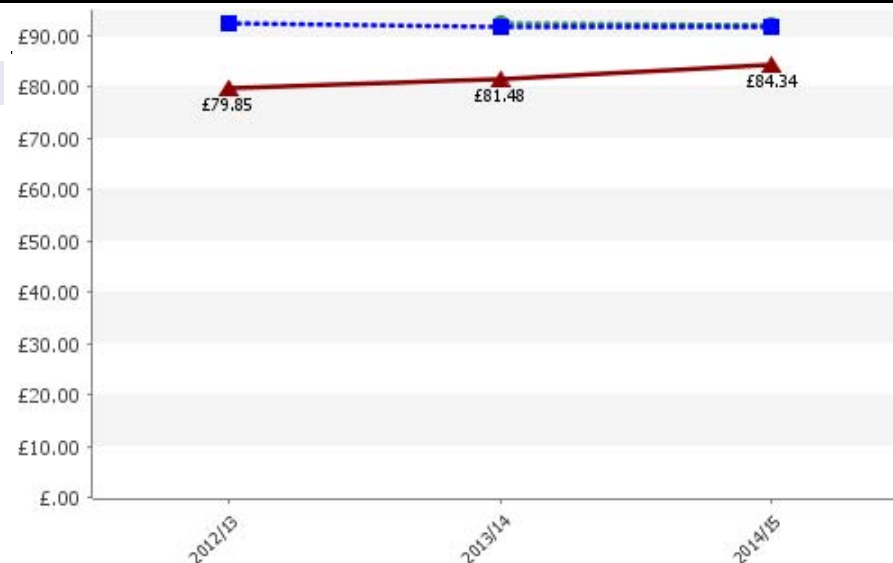
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11		Indicator changed from gross to net costs in 2012/13, data for 2010/11 and 2011/12 not available					
2011/12							
2012/13	£30.82	?		?	£59.12	2	Top quartile
2013/14	£47.78	↓	£59.12	✓	£61.32	10	3rd quartile
2014/15	£43.33	↑	£47.78	✓	£65.09	4	Top quartile



Variances in the cost of collection reflect the service changes, such as food waste collection, resulting from the introduction of the Zero Waste Regulations.

Cost of refuse disposal per premise

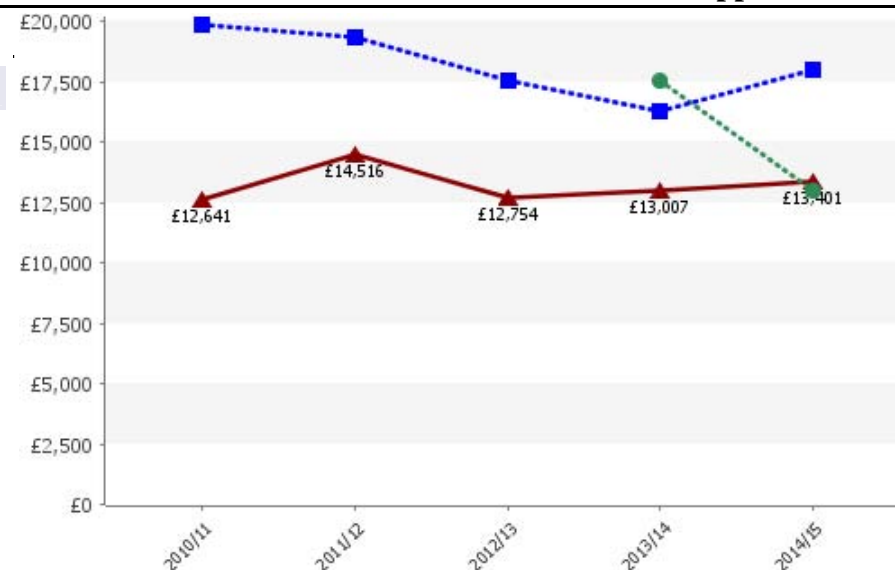
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11		Indicator changed from gross to net costs in 2012/13, data for 2010/11 and 2011/12 not available					
2011/12							
2012/13	£79.85	?		?	£92.28	14	3rd quartile
2013/14	£81.48	↓	£92.28	✓	£91.75	15	3rd quartile
2014/15	£84.34	↓	£92.00	✓	£91.61	16	3rd quartile



The cost of waste disposal includes the cost of downstream waste treatment and recycling. As these are mostly tendered contracts and include the use of national frameworks, best value is demonstrated by market testing.

Cost of street cleaning per 1,000 population

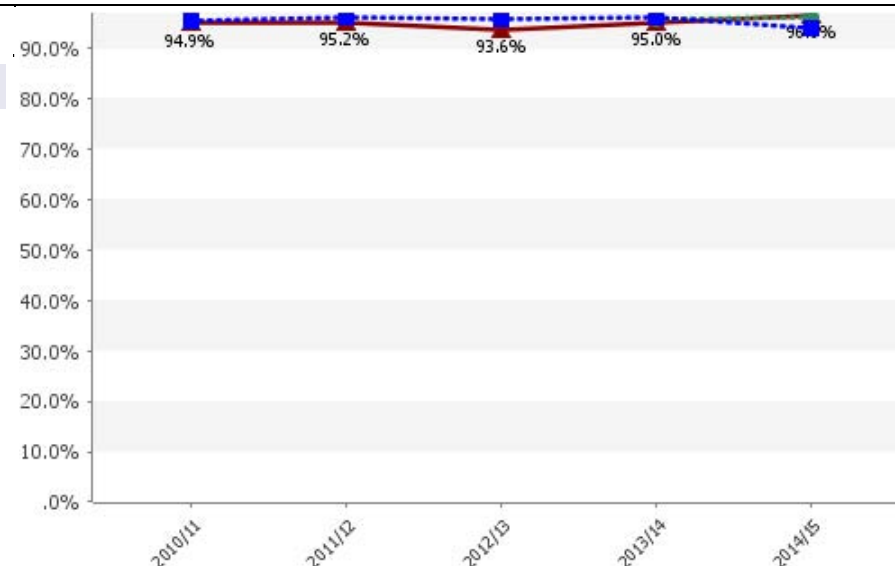
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	£12,641	?		?	£19,852	7	Top quartile
2011/12	£14,516	↓		?	£19,380	13	2 nd quartile
2012/13	£12,754	↑		?	£17,534	8	Top quartile
2013/14	£13,007	↓	£17,534	✓	£16,260	11	2 nd quartile
2014/15	£13,401	↓	£13,007	✓	£17,977	17	3 rd quartile



The indicator demonstrates a relatively constant input resource to Street Cleaning is maintaining standards according to LEAMS inspections.

Street cleanliness score (% 'acceptable')

	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	94.9%	?		?	95.4%	19	2 nd quartile
2011/12	95.2%	↑		?	96.1%	21	2 nd quartile
2012/13	93.6%	↓		?	95.8%	26	Bottom quartile
2013/14	95.0%	↑	95.8%	✓	96.1%	23	2 nd quartile
2014/15	96.6%	↑	96.0%	✓	93.9%	7	Top quartile



The trend of the headline indicator values demonstrates a sustained improvement in Street Cleanliness using the LEAMS system.

Cost of maintenance per kilometre of road

	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	£7,780	?		?	£7,291	13	3rd quartile
2011/12	£5,598	↑		?	£6,211	11	3rd quartile
2012/13	£12,454	↓		?	£6,655	26	Bottom quartile
2013/14	£8,013	↑	£6,655	Below target	£6,082	18	3rd quartile
2014/15	£8,796	↓	£6,058	Below target	£5,665	22	3rd quartile

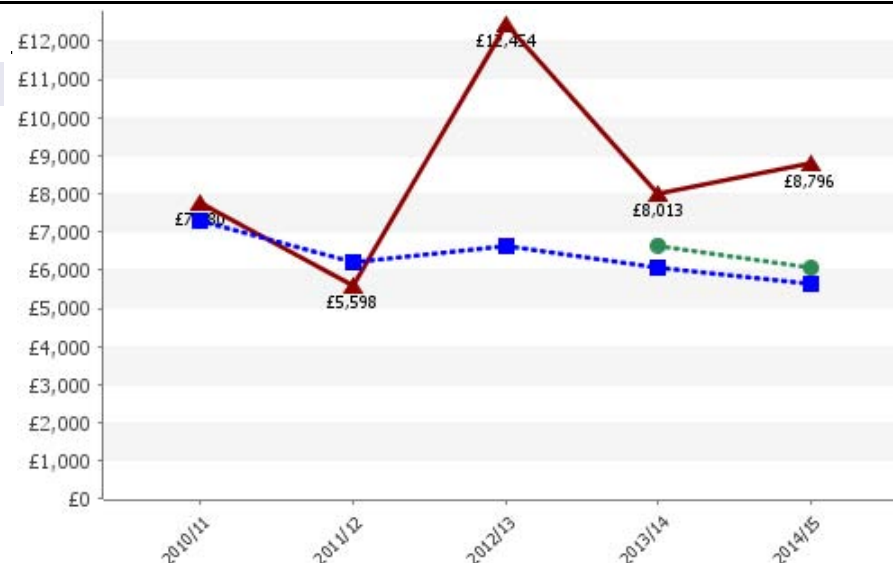
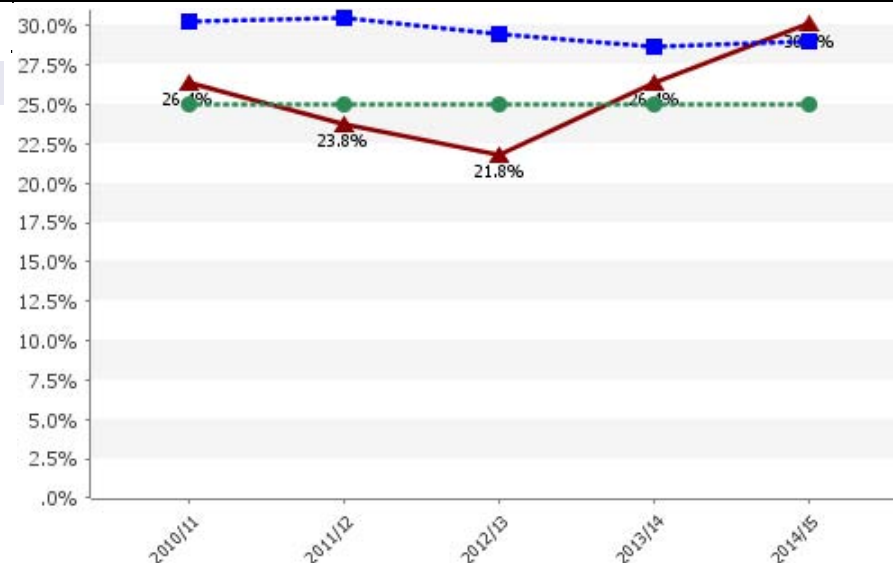


Figure provided from financial records through Finance for Local Government Finance returns.

A class roads that should be considered for maintenance treatment

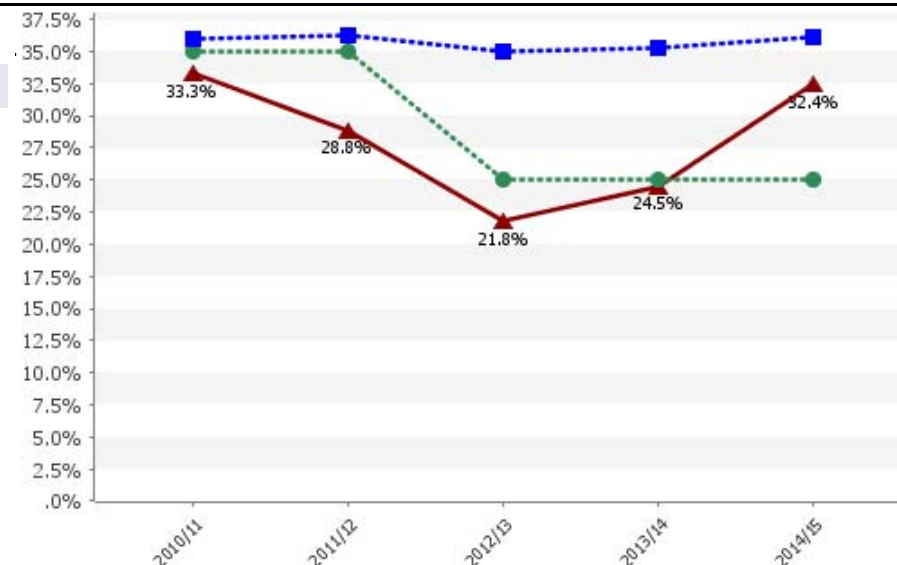
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	26.4%	↓	25.0%	Just below target	30.2%	14	3rd quartile
2011/12	23.8%	↑	25.0%	Close to or meeting target	30.5%	9	3rd quartile
2012/13	21.8%	↑	25.0%	Close to or meeting target	29.4%	7	Top quartile
2013/14	26.4%	↓	25.0%	Just below target	28.7%	18	3rd quartile
2014/15	30.1%	↓	25.0%	Below target	29.0%	20	3rd quartile



Similar to last year in that main increase is due to additional sections now rated in Amber condition. A change of strategy should be considered, to increase the amount of surface treatments undertaken (on roads which look in reasonable condition to the layman). The validity of this years data has been scrutinised by the Transport Research Laboratory (TRL), resulting in the contractor being requested to carry out further investigation.

B class roads that should be considered for maintenance treatment

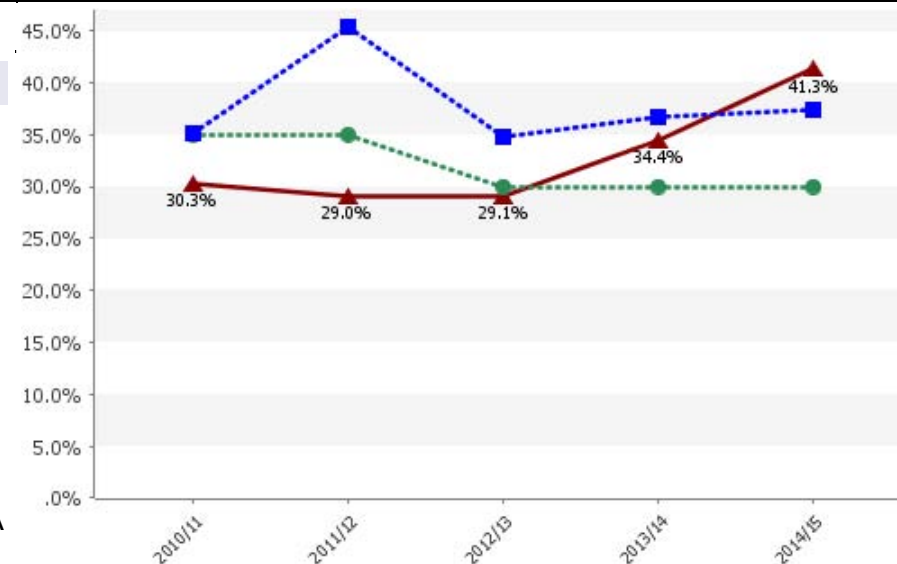
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	33.3%	↓	35.0%	✓	35.9%	18	3rd quartile
2011/12	28.8%	↑	35.0%	✓	36.3%	12	2nd quartile
2012/13	21.8%	↑	25.0%	✓	35.0%	3	Top quartile
2013/14	24.5%	↓	25.0%	✓	35.2%	6	Top quartile
2014/15	32.4%	↓	25.0%	✗	36.1%	15	2nd quartile



See comment for A Class roads, above.

C class roads that should be considered for maintenance treatment

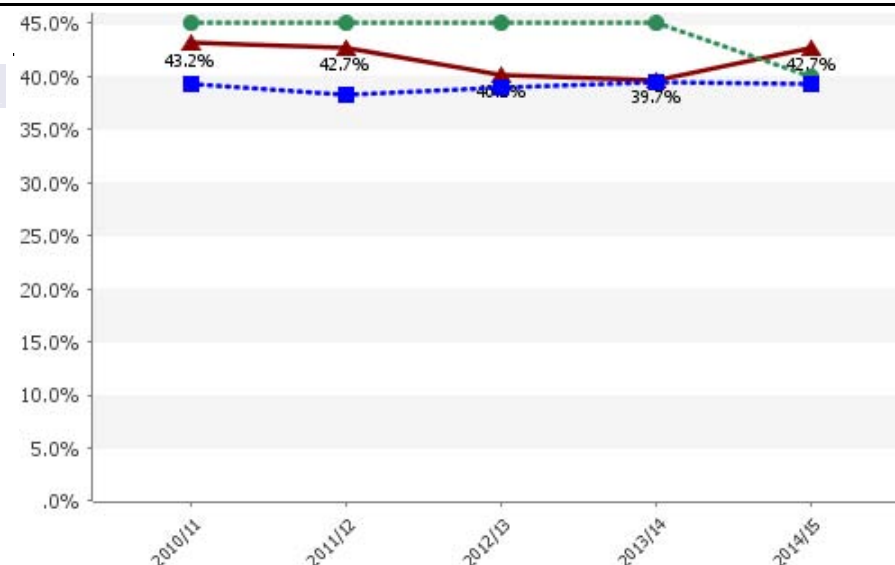
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	30.3%	↑	35.0%	✓	35.2%	10	2nd quartile
2011/12	29.0%	↑	35.0%	✓	45.3%	9	2nd quartile
2012/13	29.1%	↓	30.0%	✓	34.8%	12	2nd quartile
2013/14	34.4%	↓	30.0%	✗	36.6%	14	2nd quartile
2014/15	41.3%	↓	30.0%	✗	37.3%	20	2nd quartile



Investigations have been undertaken to ascertain the rise from 2013/14. Significant jump in both sections measured as red and amber. Focus in recent years has been on A' and B' Class routes which may offer partial explanation. However see comment for A Class roads, above.

Unclassified roads that should be considered for maintenance treatment

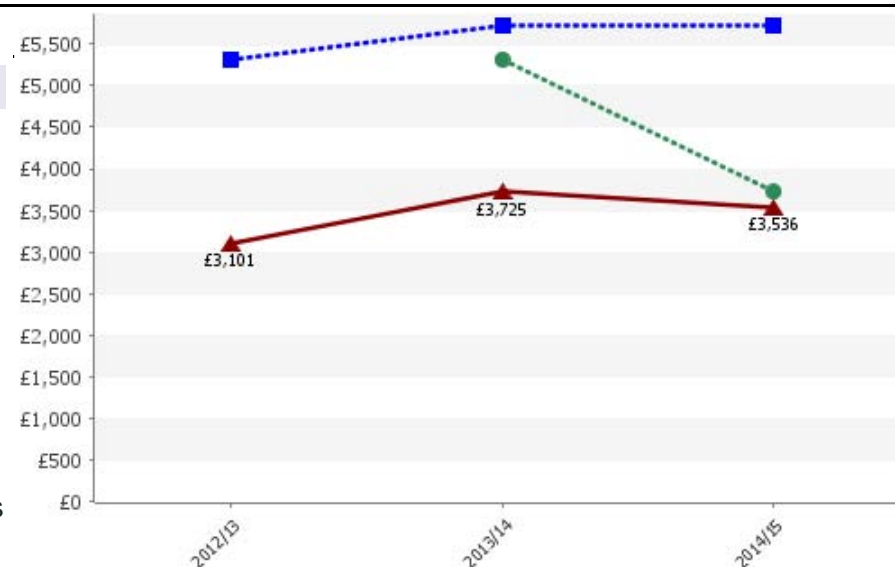
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	43.2%	↓	45.0%	✓	39.3%	20	■ ■
2011/12	42.7%	↑	45.0%	✓	38.3%	22	■ ■
2012/13	40.2%	↑	45.0%	✓	39.0%	20	■ ■
2013/14	39.7%	↑	45.0%	✓	39.4%	21	■ ■
2014/15	42.7%	↓	40.0%	⚠	39.3%	23	■ ■



Only 10% of the unclassified network is surveyed annually therefore the results may be unpredictable and not offer a true reflection of the condition of the network in general. However the overall trend (since 2008) of the overall network slowly deteriorating is generally accepted as a fair reflection of the condition of unclassified routes within Clackmannanshire.

Cost of Trading Standards per 1,000 population

	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11							
2011/12							
New indicator introduced in 2012/13							
2012/13	£3,101	?		?	£5,310	6	■ ■ ■
2013/14	£3,725	↓	£5,310	✓	£5,724	6	■ ■ ■
2014/15	£3,536	↑	£3,725	✓	£5,730	3	■ ■ ■



Budget savings continue to be made in discretionary areas of Trading Standards. The Scottish Government are currently conducting a review of consumer protection and competition in Scotland to deal with the proposed devolution of advocacy and advice as part of the Scotland Bill. This may have implications for the funding of local authority trading standards services.

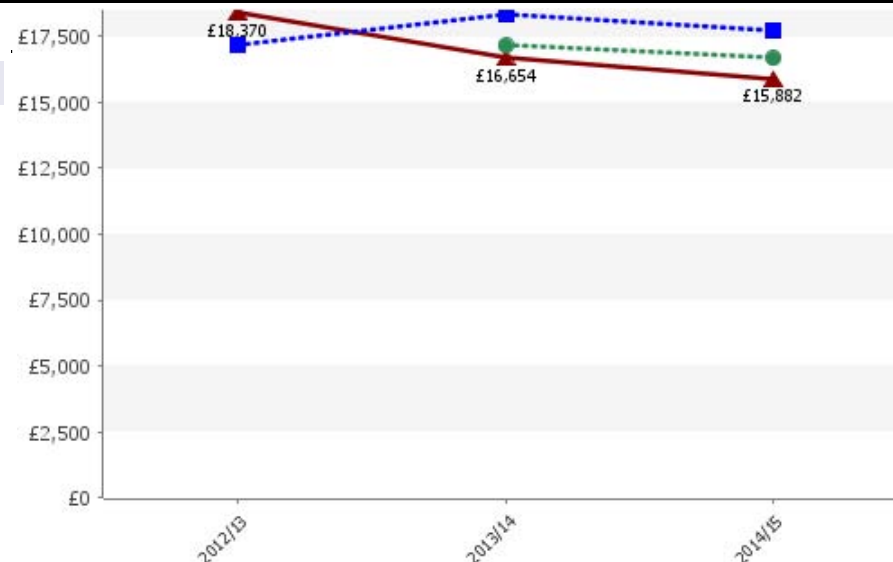
↑ Improving
 - Consistent
 ↓ Declining
 ? No comparison
 ✓ Close to or meeting target
 ⚠ Just below target
 ● Below target
 ■ ■ ■ Top quartile
 ■ ■ 2nd quartile
 ■ 3rd quartile
 ■ Bottom quartile

Please note that the trend arrows indicate whether performance improved or declined, and not whether the value has gone up or down (see Guidance for more information)

On all graphs: Red (triangles) = value achieved by Clackmannanshire Council, Green dotted (circles) = target set by Clackmannanshire Council, Blue dotted (squares) = Scottish average

Cost of Environmental Health per 1,000 population

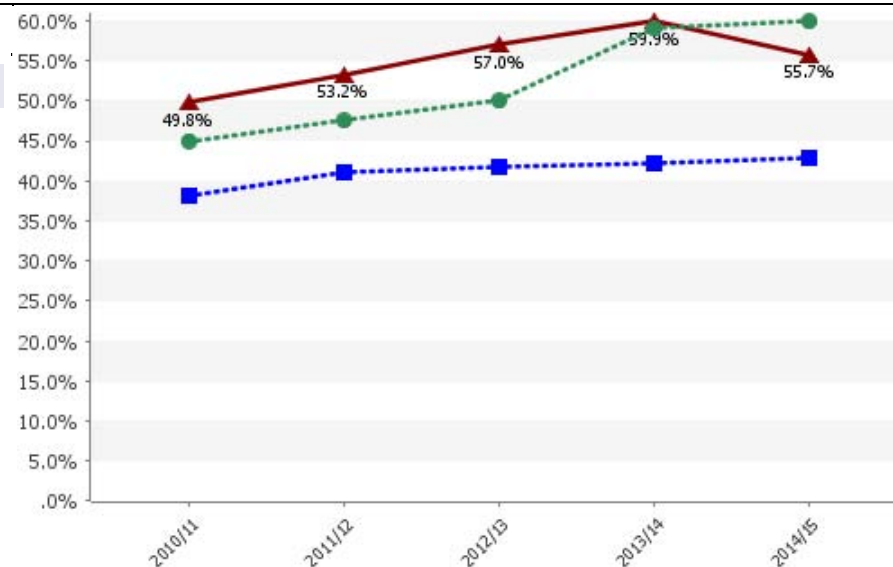
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11							
2011/12							
New indicator introduced in 2012/13							
2012/13	£18,370	?		?	£17,131	22	3 rd quartile
2013/14	£16,654	↑	£17,131	✓	£18,322	16	2 nd quartile
2014/15	£15,882	↑	£16,654	✓	£17,698	16	2 nd quartile



Budget Savings and efficiencies continue to be made within Environmental Health. The focus of savings is on discretionary areas, maximising income and exploring options for shared service.

Household waste composted or recycled

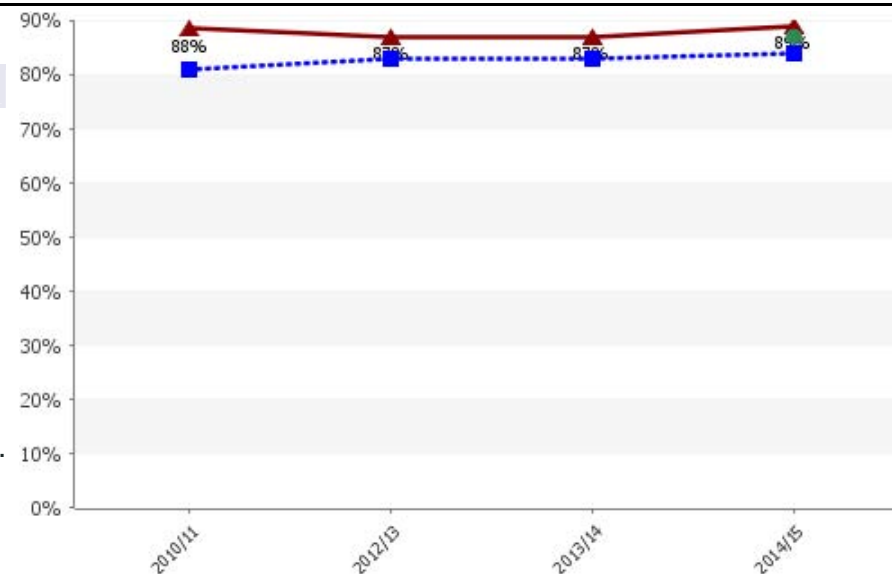
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	49.8%	↑	45.0%	✓	38.2%	1	Top quartile
2011/12	53.2%	↑	47.5%	✓	41.0%	5	Top quartile
2012/13	57.0%	↑	50.0%	✓	41.7%	1	Top quartile
2013/14	59.9%	↑	59.0%	✓	42.2%	1	Top quartile
2014/15	55.7%	↓	59.9%	⚠	42.8%	5	Top quartile



Due to a change made by SEPA to the method of calculation for residual waste diverted from landfill to energy from waste (EfW) a reduction in the headline recycling rate for household waste is the result. Clackmannanshire continues to outperform national targets.

Adults satisfied with refuse collection

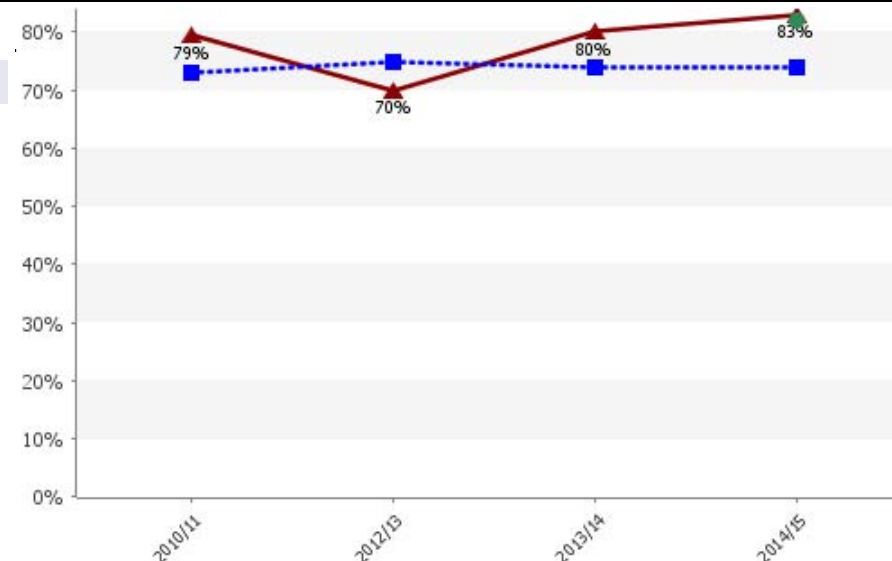
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	88%	?		?	81%	7	■ ■ ■ ■
2011/12	Scottish Household Survey previously every 2 years, annual from 2012/13						
2012/13	87%	↓		?	83%	15	■ ■ ■
2013/14	87%	▬		?	83%	12	■ ■ ■
2014/15	89%	↑	87%	✓	84%	10	■ ■ ■



A high level of public satisfaction with waste and recycling services is being maintained.

Adults satisfied with street cleaning

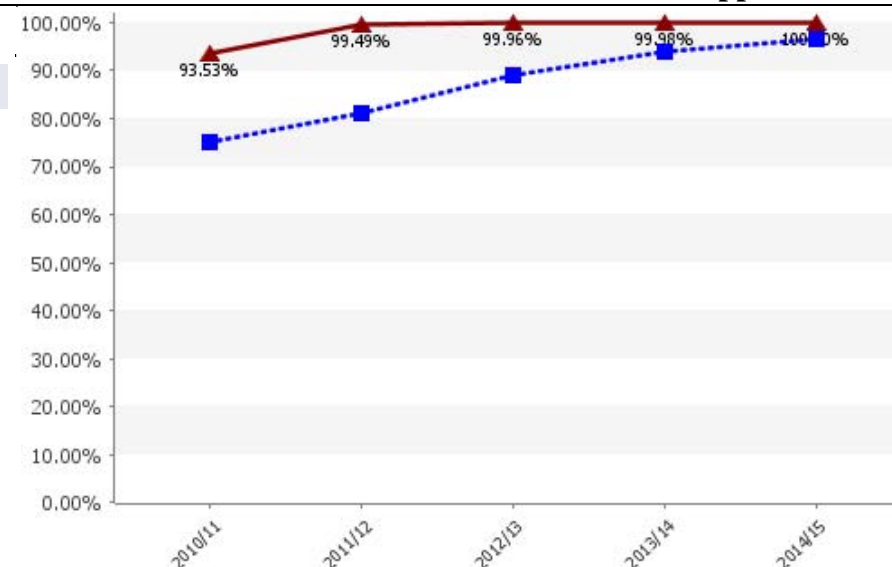
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	79%	?		?	73%	4	■ ■ ■
2011/12	Scottish Household Survey previously every 2 years, annual from 2012/13						
2012/13	70%	↓		?	75%	26	■
2013/14	80%	↑		?	74%	9	■ ■ ■
2014/15	83%	↑	82%	✓	74%	5	■ ■ ■



A high level of public satisfaction with Street Cleanliness is being achieved.

Council houses that are 'energy efficient' (SHQS)

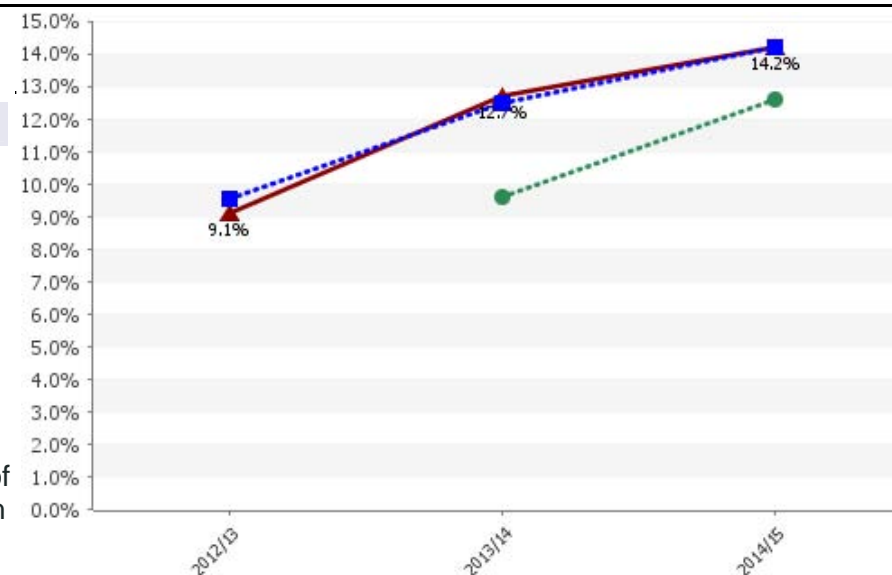
	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	93.53%	↓		?	74.90%	4	■ ■ ■ ■
2011/12	99.49%	↑		?	81.20%	2	■ ■ ■ ■
2012/13	99.96%	↑		?	88.83%	2	■ ■ ■ ■
2013/14	99.98%	↑		?	94.00%	3	■ ■ ■ ■
2014/15	100.00%	↑	100.00%	✓	96.50%	1	■ ■ ■ ■



All Council Housing stock meets the requirements of the SHQS Energy Efficiency criteria. The 14/15 Scottish average was 97.53%. The Energy Efficiency Standard for Social Housing (EESH) now supersedes this indicator. We will be required to first report on this new standard in May 2016.

Unemployed people assisted into work via Council employability programmes

	Value	Trend	Target	Status	Scottish Avg.	Rank	Quartile
2010/11	New indicator introduced in 2012/13 (all values recalculated in 2014/15 using new unemployment count figures which include Universal Credit)						
2011/12							
2012/13	9.1%	?		?	9.6%	10	■ ■ ■ ■
2013/14	12.7%	↑	9.6%	✓	12.5%	11	■ ■ ■ ■
2014/15	14.2%	↑	12.6%	✓	14.2%	10	■ ■ ■ ■



The number is a slight drop on the 2013/14 figure due to a reduction in the availability of employer recruitment incentives (Clackmannanshire Apprenticeship Initiative and Youth Employment Scotland Fund) which help people into work. The proportion, however, is higher due to a reduction in the unemployment count.

Appendix 4 - Roads & Transportation Services Operational Programmes 2015/16

Roads Improvement Programme 2015/16				
Reference	Action	Status	By when	Lead
RI-01	B908 Fairfield	100%	Jun 2015	SW - CR
RI-02	Jamieson Gardens, Tillicoultry	100%	Jun 2015	SW - NW
RI-03	A977 / B913 Ramshorn	100%	Jun 2015	SW - CR
RI-04	C59 Gartarry to Kennet	100%	Jul 2015	SW - CR
RI-05	A91 Stirling Street, Tillicoultry	100%	Jul 2015	SW - NW
RI-06	A907 Clackmannan Bypass Phase 2	100%	Jul 2015	SW - CR
RI-07	Walton Crescent, Dollar	100%	Jul 2015	SW - NW
RI-08	Castle Street, Alloa	100%	Jul 2015	SW - CR
RI-09	St. Serf's Rd. Tullibody	100%	Aug 2015	SW - SM
RI-10	A91 Harviestoun Rd. Dollar	100%	Aug 2015	SW - NW
RI-11	Abercrombie PI / Windsor Street/ Burnside Rd / Dumyat Rd , Menstrie	100%	Aug 2015	SW - SM
RI-12	McKinlay / Sutherland / Gordon / Wallace, Alloa	100%	Sep 2015	SW - SM
RI-13	Mar Street / Drysdale street , Alloa	100%	Oct 2015	SW - SM
RI-14	Thomson Place, Coalsnaughton	100%	Oct 2015	SW - NW
RI-15	Glenhead Avenue, Coalsnaughton (DELAYED UNTIL 2016/17)	10%	Oct 2015	SW - NW
RI-16	Claremont, Alloa	100%	Jun 2015	SW - SM
RI-17	Bowhouse Road, Alloa	100%	Jul 2015	SW - SM
RI-18	Fenton Street, Alloa	100%	Sept 2015	SW - SM
RI-19	Mansfield Avenue, Sauchie	100%	Oct 2015	SW - CR
RI-19	Shaftesbury Street , Alloa (MARCH 2016)	20%	Oct 2016	SW - SM
	Surface Dressing Schemes			

Reference	Action	Status	By when	Lead
RI-20	A908 Whins Road, Alloa	100%	Aug 2015	SW - CR
RI-21	A908 Sauchie to Fishcross	100%	Aug 2015	SW - CR
RI-22	A908 Fishcross to Devonside	100%	Aug 2015	SW - CR
RI-23	B9140 Glenochil	100%	Aug 2015	SW - CR
RI-24	C89 Aberdona Mains	100%	Aug 2015	SW - CR
RI-25	B913 Devon Road, Dollar	100%	Aug 2015	SW - CR
RI-26	A91 Pool to Yett's o'Muckhart	100%	Aug 2015	SW - CR
RI-27	A823 South of A91	100%	Aug 2015	SW - CR
RI-28	A91 Yett's to Fossoway Bridge	100%	Aug 2015	SW - CR
RI-29	A91 East Stirling Street, Alva	100%	Aug 2015	SW - CR

Footways Improvement Programme 2015/16

Reference	Action	Status	By when	Lead
FI-01	Craigleith View, Tullibody (DELAYED UNTIL 2016/17)	10%	Dec 2015	SW - SM
FI-02	Grant St. Alloa	100%	Aug 2015	SW - SM
FI-03	Redwell Place (S), Alloa	100%	Jul 2015	SW - SM
FI-04	Chapelhill, Clackmannan	100%	Jun 2015	SW - CR
FI-05	Moirs Well / Tarmangie Place, Dollar	100%	Mar 2016	SW - NW
FI-06	Park Crescent, Sauchie	100%	Sep 2015	SW - CR
FI-07	Rosebank, Sauchie	100%	Sep 2015	SW - CR
FI-08	Johnstone Crescent, Tillicoultry	100%	Jun 2015	SW - NW
FI-09	High Street, Dollar	10%	Feb 2016	SW - NW
FI-10	Dewar Street, Dollar	100%	Jul 2015	SW - NW
FI-11	Woodside Road, Alloa (DELAYED UNTIL 2016/17)	20%	Oct 2015	SW - SM
FI-12	Gartmorn Road, Sauchie	100%	Apr 2015	SW - CR
FI-13	Mansfield Avenue, Sauchie	100%	Oct 2015	SW - CR

Street Lighting Improvement Programme 2015/16

Reference	Action	Status	By when	Lead
SL-01	Programme to be confirmed in relation to MCB	100%	Nov 2015	SW - SM
SL-02	Firs Road / Delphwood Crescent, Tullibody (LED Replacement Delayed from 2014/15)	100%	Sept 2015	SW - EXTERNAL
SL-03	Column replacements required through annual Electrical & Structural Testing Regimes	100%	Feb 2016	SW - EXTERNAL
SL-04	Mansfield Avenue	100%	Nov 2016	SW - SM
SL-05	Moirs Well, Dollar	100%	Nov 2016	SW - SM
SL-06	Lane from Ochil Road to Stirling Road, Tullibody (linked to Tron Court MCB project)	100%	Dec 2016	SW - SM

Traffic Management Programme 2015/16

Reference	Action	Status	By when	Lead
TM-01	Kellie Place / Claremont Traffic Management / Accessibility Scheme Phase 1	100%	Mar 2016	AM - CF
TM-02	A907 Redwell 20 mph Electronic Signs	100%	Aug 2015	AM - CF
TM-03	Lower Mill Street, Tillicoultry - Speed Reduction Works - Design	Design 100%	Mar 2016	AM - CF
TM-04	20 mph Scheme - Coalsnaughton	100%	Mar 2016	AM - CF
TM-05	20 mph Scheme - Dollar	100%	Mar 2016	AM - CF
TM-06	VAS - Alloa Road Clackmannan	Postponed	Mar 2016	AM - CF
TM-07	20 mph Scheme - Alva	100%	Mar 2016	AM - CF
TM-08	Menstrie Castle - One-way Scheme	100%	Aug 2015	AM - CF
TM-09	Muckhart TM Scheme	Design 100%	Mar 2016	AM - CF
TM-10	Schaw Court, Sauchie - Accessibility	100%	Aug 2015	AM - CR
TM-11	A908 / Benview - Road Safety Improvements	50%	Oct 2015	CN - LD
TM-12	Bus shelter / Hard Standing - A91 Dollar	100%	Mar 2016	AM - CF
TM-13	Bus shelter / Hard Standing - A908 Benview	Postponed	Mar 2016	AM - CF
TM-14	Road Marking Programme	100%	Mar 2016	AM - NL
TM-15	Traffic Signs Renewal Programme	100%	Mar 2016	AM - JM

Reference	Action	Status	By when	Lead
TM-16	Street Name Plate Renewal Programme	100%	Mar 2016	AM - JM

Flooding & Roads Drainage Programme 2015/16

Reference	Action	Status	By when	Lead
FD-01	Dollar (North) Flood Protection & SWMP Works Phases 1 & 2	100%	Aug 2015	SC - Scot Water
FD-02	Culvert & Drains at B9096 Lornshill (Active Travel Route) Phase 2	100%	Mar 2016	AM - WW
FD-03	Drainage Ditch Clearance Programme	100%	Mar 2016	WW - Payback
FD-04	B913 Solsgirth Silt Removal	100%	Jun 2015	AM - WW
FD-05	Blocked Gulley Clearance Programme	100%	Mar 2016	AM - WW
FD-06	Annual Gulley Maintenance programme	100%	Mar 2016	AM - WW
FD-07	Gulley Frame Reinstatement Programme	100%	Mar 2016	AM - WW
FD-08	A91 Muckhart - Culvert Renewal	100%	Mar 2016	AM - WW
FD-09	Muirside Avenue Footways	Postponed	Mar 2016	AM - WW
FD-10	A908 Whins Road - Gulleys	100%	Mar 2016	AM - WW
FD-11	Greenside Street - Gulleys at Zebra	Postponed	Mar 2016	AM - WW
FD-12	Back Road, Alva - Drainage Scheme	100%	Mar 2016	AM - WW
FD-13	A91 Wester Sheardale - Verge Drainage System	100%	Mar 2016	AM - WW
FD-14	A 91 West of Tait's Tomb - Culvert & Ditch	100%	Mar 2016	AM - WW
FD-15	A907 Helensfield - Blocked Gulleys	100%	Mar 2016	AM - WW
FD-16	Complete Local Flood Risk Management Plan (LFRMP)	95%	Mar 2016	AM - SC
FD-17	Complete Surface Water Management Plans (SWMP) Phase 1	90%	Mar 2016	AM - SC

Bridges & Structures Programme 2015/16

Reference	Action	Status	By when	Lead
BS-01	C101/10 Approach Safety Fence	Design 50%	Mar 2016	AM - GF
BS-02	PI / GI Priority 1 - 4 Works	100%	Jan 2016	AM - GF
BS-03	PI / GI Inspections 2015/16	100%	Mar 2016	GF - Falkirk Co

Capital Projects Programme 2015/16

Reference	Action	Status	By when	Lead
CP-01	Complete Design & Construction of B9140 Collyland to Fishcross Improvement Scheme	100%	Nov 2015	AM - GF
CP-02	Stage 1 - Lornshill to Cambus Active Travel Route - Design & Construction	100%	Oct 2015	AM - GF/CF
CP-03	Stage 2 - Lornshill to Cambus Active Travel Route - Design & Construction	100%	Feb 2016	AM - GF/CF
CP-04	Stage 3 - Lornshill to Cambus Active Travel Route - Design	Design 100%	Feb 2016	AM - GF/CF
CP-05	Stage 4 - Lornshill to Cambus Active Travel Route - Design & Construction	75%	Feb 2016	AM - GF/CF
CP-06	Stage 5 - Lornshill to Cambus Active Travel Route - Design Only	Design 100%	Feb 2016	AM - GF/CF
CP-07	Stage 2 - Tillicoultry to Dollar Active Travel Route	100%	Feb 2016	AM - GF/CF
CP-08	SCSP - Publicity	100%	Dec 2015	AM - CF
CP-09	SCSP - Sign Boards	75%	Dec 2015	AM - CF
CP-10	Electric Vehicle Charging Points	100%	Jul 2015	AM - LD
CP-11	Tron Court, Placemaking - Speed Tables	Design 100%	Feb 2016	Facilities Man.

Roads Framework Contracts Programme 2015/16

Reference	Action	Status	By when	Lead
FC-01	Road Markings Framework Contract	75%	Mar 2016	AM - GF
FC-02	Traffic Signals Maintenance Contract	100%	Mar 2016	AM - GF
FC-03	Street Lighting Works Framework Contract	100%	Mar 2016	AM - GF
FC-04	CDM Advisor Framework Contract	100%	Mar 2016	AM - GF
FC-05	Term Commission Contract for Professional Services	100%	Mar 2016	GF - Falkirk Co
FC-06	Street Lighting (Electrician) Framework Contract	100%	Mar 2016	AM - GF
FC-07	Road Maintenance Framework Contract	100%	Sep 2015	AM - GF
FC-08	Street Lighting Materials Framework (linked to Scotland Excel)	100%	Sept 2015	SW - LH

Policies & Strategies Programme 2015/16

Reference	Action	Status	By when	Lead
PS-01	Local Transport Strategy	95%	Jul 2015	AM - LD
PS-02	Road Safety Plan	90%	Jul 2015	AM - LD/CF
PS-03	Local Flood Risk Management Plan	95%	Mar 2016	AM - SC
PS-04	Roads Asset Management Plan	100%	Mar 2016	SW
PS-05	Health & Safety Plan	90%	Mar 2016	AM

Report to Enterprise and Environment Committee

Date of Meeting: 19 May 2016

Subject: Development & Environment Services: Business Plan 2016/17

Report by: Head of Development & Environment

1.0 Purpose

- 1.1. This report presents the 2016-17 Business Plan for Development & Environment Services.

2.0 Recommendations

- 2.1 It is recommended that :

The Committee endorses the 2016/17 Business Plan, comment on and challenge as appropriate, and agree the performance targets for scrutiny purposes over the next 12 months.

3.0 Considerations

- 3.1. The Business Plan sets out the main priorities to be pursued and the outcomes to be achieved, delivering the key priorities of the Council set out in the Community and Corporate Plans and transformational programme Making Clackmannanshire Better. The Plan sets out what the Service shall deliver over the next year, specifically detailing the Services to be reviewed and changes to be implemented. Focussed on commercial ethos delivering services to communities, residents and businesses enabling them to grow and prosper.
- 3.2. The Business Plan identifies key issues for the Service reflecting on the challenges and provides an overview of the approach the Service plans to take in engaging with customers and stakeholders; supporting and developing staff and managing performance. The report appendices contain the Service's key objectives, actions, outcomes and targets for delivery.

4.0 Sustainability Implications

4.1. The Service is the corporate lead for delivering upon the Council's environment and sustainable development duties.

4.2.

5.0 Resource Implications

5.1. *Financial Details*

5.2. The report sets out the capital and revenue budget and approved savings for delivery by Development & Environment Services.

5.3. There are no new financial implications arising from the recommendations of this report. Yes

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

5.5. *Staffing*

5.6. There are no direct staffing implications resulting from the 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 checked="" type="checkbox"/> |
| People are better skilled, trained and ready for learning and employment | <input checked="" type="checkbox"/> |
| Our communities are safer | <input checked="" 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 checked="" type="checkbox"/> |
| The Council is effective, efficient and recognised for excellence | <input checked="" type="checkbox"/> |

(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? 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 Appendix A – 2016/17 Business Plan and Associated Appendices



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
Gordon McNeil	Head of Development & Environment	Extension : 2533

Approved by

NAME	DESIGNATION	SIGNATURE
Gordon McNeil	Head of Development & Environment	
Garry Dallas	Director of Services to Communities	

Development and Environment

Business Plan 2016/17



April 2016

Making Clackmannanshire Better

1 INTRODUCTION

The Business Plan for Development & Environment Services outlines what the Service intends to achieve between April 2016 and March 2017, through the resource available.

The Business Plan sets out the main priorities to be pursued and outcomes to be achieved, taking account of delivering the key priorities of the Community and Corporate Plans and Making Clackmannanshire Better, financial environment and public sector reform.

The Council has agreed both capital and revenue investment and significant savings over the next three to five financial years and these are reflected in the business priority for Development & Environment Services.

As part of the ongoing planning and management of Development & Environment Services a series of workshop sessions have been held over the last 6 months with all employees in Development & Environment Services to provide input, create and innovate to influence and shape the priorities, efficiencies and demands over the next 5 years.

The outcomes from these workshops have been reflected in the Council budget of February 2016 and within this plan. Operational matters will be regulated with the Team Plans which feed into the wider Service Business Plan for delivery.

Development & Environment's key service outcomes are set out in Appendix 1 as an Action Plan. They relate to delivery of Making Clackmannanshire Better, the outcomes and targets of the SOA.

Development & Environment Service has a broad remit, both strategic, operational, corporate and service specific. The primary role and purpose of the Service is to provide :

- Development Services (Development Management, Development Planning, Economic Development and Estate Management)
- Regulatory Services (Environmental Health, Trading Standards, Building Standards, Licensing), Environmental Protection & Energy Management (Climate Change Mitigation and Adoption, Outdoor Access and Biodiversity)
- Environment Services (Waste Management, Refuse Collection, Street Cleaning, Grounds Maintenance, Vehicle Maintenance and Fleet Management)
- Land Services (Parks, Cemeteries and Open Spaces)
- Roads Services (Roads Infrastructure Management, Road Safety, Street Lighting, Flood Management, Transport Planning and Public Transport)

Development & Environment Services are provided directly to the public of Clackmannanshire, to other Services of the Council, to business and to community partners. The Service has a budget of approximately £12 million and around 215 FTE employees.

The Services are wide ranging, visible services delivered to every household in Clackmannanshire and business over 157 square kilometers. The overarching objectives seek to deliver services, maintain infrastructure and community assets to enable residents, businesses and communities to flourish through Making Clackmannanshire Better.

1.2 KEY ACTIVITIES & FACTS

The key activities and related service facts of Development & Environment Services include :

- Providing over 4 million waste and recycling collections, collecting approximately 29,000 tonnes of waste each year.
- Maintain over 290 km of roads, including clearing of 10,500 roadside gullies.
- Delivering winter maintenance and flooding services.
- Delivering flood prevention.
- Maintaining around 321 vehicles both light and heavy fleet.
- Maintaining over 9,000 street lighting units.
- Maintaining 140 hectares of open space including public parks, play areas and cemeteries.
- Ensuring Clackmannanshire's 1321 streets are clean and litter free.
- Preparing and implementing the local transport strategy.
- Supporting people into employment, training and other opportunities.
- Directing and supporting businesses.
- Dealing with around 222 planning applications, 341 building warrant applications and 978 licensing applications annually.
- Inspecting and intervention activity to over 350 premises each year to assess compliance with health & safety, food safety legislation and licencing standards.
- Protecting public health through nuisance control, pest, animal welfare services, noise and environmental crime through 3100 enquiries for assistance.
- Ensuring the Council complies with its climate change duties.
- Upholding access rights across most land and inland water in Clackmannanshire including 131 miles of core paths.

- Supporting economic development and inward investment through development planning, business engagement and partnership working.
- Providing supported bus services and accessible transport.

1.3 KEY ACHIEVEMENTS

Over the past year, key Service achievements last year which contributed to the service outcomes, SOA, Corporate Plan and MCB priorities include :

- fuel poverty was reduced through interventions to support households improve energy efficiency of property and reduce bills
- residents and young people were better skilled, trained and supported into employment
- our roads infrastructure was maintained and enhanced to connect our residents and businesses with communities and places of work
- our front line services are recognised locally and nationally for being efficient, effective and valued by communities.

1.4 BUDGET

The table below sets out the budgeted revenue expenditure for 2016/17.

REVENUE BUDGET	BUDGETED GROSS REVENUE EXPENDITURE 2015/16 £(000)	%
Environment ³	6,879	56.8
Development	1,407	11.6
Regulatory	872	7.2
Roads and Transportation	2,956	24.4
Total	12,114	

The table below sets out the areas of spend in relation to the 2015/16 revenue budget and income received.

AREA OF ACTIVITY	£(000)	% (of Gross Expenditure)
Employment Costs	7,942	45.59
Premises ¹	437	2.50

Transport ^{2, 3}	1,422	8.16
Supplies & Services	1,899	10.90
Payments to Third Parties	5,705	32.75
Transfer Payments	14	0.08
Gross Expenditure	17,419	
Income	(5,305)	
Total	12,114	

Approved Savings

The financial savings approved by Council in February 2016 for delivery by Development & Environment Services are set out below, detailed specifically in Appendix 2.

SERVICE AREA	SAVINGS TO ACHIEVE £(000)	% OF REVENUE EXPENDITURE
Environment Services	355	5.16
Development Services	256	18.19
Regulatory Services	48	5.50
Roads & Transportation	457	15.46
Total	1,116	

Capital Investment Programme

These programme supports the delivery of MCB priorities for Clackmannanshire over the next year. The table below summarises investment by service delivery area. The Roads Infrastructure Capital Investment Programme for 2016/17 is detailed in Appendix 3 of the report.

CAPITAL INVESTMENT PROGRAMME	£(000)
Environment	1,094
Development	630
Regulatory	0
Roads & Transportation	3,559

2 KEY ISSUES FOR THE SERVICE

The key issues for Development & Environment Services reflect the challenges and opportunities of Clackmannanshire Council as a whole. The main policy, economic and social changes and challenges are set out in this section.

The Service Management Team have undertaken SWOT analysis and by governance self assessment highlighted areas of strength, weakness, opportunity and threats. Areas for improvement will be taken forward through the business and operational plans.

The challenges facing the Council and Development & Environment Service over the next 3 years are tougher than ever, with the pace of change quickening substantially, with the need for transformational change in the way services are delivered against a backdrop of contracting budgets and increasing demands.

These challenges will require the Service to be adaptive, flexible and open minded, utilising and building on the service strengths and opportunities to adopt new approaches, attitudes and behaviour to how we work, combined with more integrated and jointly resourced working with our partners and communities.

Key activities and influences that inform our Business Plan are outlined as follows :

- ***Making Clackmannanshire Better :***

These principles will be taken forward under the following four processes aimed at maximising the benefit from available resources, deliver statutory services effectively and efficiently and make sure all our activities meet corporate, resident and community priorities, to make the organisation stronger and more sustainable. These four processes are :

- Clear Policy Priorities
- Transforming Services
- Efficiencies
- Income & Savings

Clackmannanshire Community Plan, Corporate Plan and Single Outcome

Agreement : Development & Environmental Services and it's partners support the Council to deliver on outcomes for the benefit of residents, businesses and communities. The outcomes on which the activities of the Business Plan will strive to deliver upon are :

- Clackmannanshire has a positive image and attract business and people;
- Communities are more inclusive and cohesive;
- People are better skilled, trained and ready for learning and employment;
- Communities are and feel safer;
- Vulnerable people and families are supported;
- Substance misuse and its effects are reduced;
- Health is improving;
- Our environment is protected and enhanced;

- Our public services are improving.

- **Financial Pressures** : The current economic climate in the UK means that the Council and the wider public sector face financial challenges and pressures in both the short and long term. Development & Environment Services have delivered financial efficiencies over the past 3 years and will require to deliver further financial efficiencies over the next 3 years. The Services will also continue to support the Council corporately to manage the reduction in resources.
- **Public Sector Reform** : Taking forward four pillars of public sector reform.

Prevention - Reduce future demand by preventing problems arising or dealing with them.

Performance - To demonstrate a sharp focus on continuous improvement on outcome delivered by the right people, to the right people at the right time.

People - Unlock the full creativity and potential of people within Clackmannanshire Council.

Partnership - Develop local partnership and collaboration, bringing public, third and private sectors together with communities.

- **Statutory Duties** : The vast majority of Development & Environment Services are delivered to meet with statutory undertaking and requirements, including authorisation to regulate and enforce legislative provision. The services require to implement any new legislative requirements over the coming year most notably taking forward the Community Empowerment legislation.
- **Governance** : The governance process has highlighted some main areas for the service to consider, namely Health & Safety controls, workforce resilience and corporate service support to deliver services. These areas will form part of the Business Plan to ensure where required improvements are made and risks are managed.
- **Workforce Planning** : The strength of the Service is the workforce who are skilled, experienced, motivated and customer focussed to deliver outcomes for our communities. However, the workforce is ageing demographically, single points of failure and a lack of resilience in some areas of the business, particularly specialist and technical posts. Workforce planning will form a key area of business activity over the coming year to manage, mitigate the risks.

3 APPROACHES

3.1 CUSTOMER/STAKEHOLDER ENGAGEMENT

The Development and Environment Service places customers at the heart of the business. All Services are committed to encouraging engagement with customers and stakeholders recognise their needs and requirements and outcomes make a positive difference for our residents and businesses.

The Service aims to consistently achieve high standards of customer service for all stakeholders.

In addition there are several corporate approaches in place to allow customers and stakeholders to feed back to us on our service delivery. These include: MP and MSP enquiries, Councillor enquiries, complaints, compliments, survey and consultations.

Particular effort is made to identify and engage with difficult and hard-to-reach customer groups and individuals. The service makes every effort to provide equal opportunity of access for all. For example, young people, disabled persons and those whose first language is not English.

3.2 SUPPORTING AND DEVELOPING STAFF

Developing our People is a key theme of Making Clackmannanshire Better. Development & Environment Services recognise that people must be equipped with the knowledge, skills and management support to perform their jobs to the best of their abilities.

In line with the Council's People Strategy 2013-17, and MCB Management Charter the Service aims to ensure that all staff have Performance Review and Development (PRD) sessions, one to one meetings, team conversations and service wide meetings to embed a positive outcome focussed culture.

The service aims to build on the level of PRD being achieved, including team based training programmes for employees of similar roles to ensure specific areas of training are delivered to fit work based needs.

Staff at all levels attend national seminars and training events to ensure that we learn from others and that we provide services that meet relevant legislation and best practice. We ensure appropriate representation at various best practice forums and national bodies including Association of Public Sector Excellence (APSE) and strategic bodies representing services in Waste, Environmental Health, Planning, Roads & Transportation, Economic Development and Building Standards.

The Development & Environment Services Management Team meetings are held bi-monthly, and Service Team Meetings held monthly. This includes the cascade of corporate information and the upward flow of information from Employee Team Meetings.

All staff were engaged in planning sessions over the last year and ideas will be taken forward as part of the Business Plan activities.

3.3 MANAGING SERVICE PERFORMANCE

Development & Environment Service manages both strategic and operational performance to deliver the objectives, outcomes and targets for the Service. Through the MCB Management Charter approach the performance will aim to deliver on the corporate priorities of the Council. National and local priorities for Services including Annual Performance Indicators to Audit Scotland as part of the Local Government Benchmarking Framework.

The Service has an ever increasing focus on effective, timely and customer satisfaction from performance delivery with agreed efficiencies and seek opportunities to deliver in year savings through strong financial management of Services.

Performance monitoring is a key standing agenda item on services, operation, team and one to one meetings to embed a culture of outcome focussed performance within Services.

Financial performance is monitored through monthly meetings where period outturn reports are scrutinised to ensure on a period by period basis financial performance through variances is planned and accounted for.

All areas of the Service's performance monitoring approach are supported by the Covalent Performance Management System. Service Managers and Team Leaders are assigned responsibility for performance, meeting their areas of business. Progress is monitored through service and operational team meetings. The targets set for 2016/17 are at a minimum achieving the national average performance for Local Authorities. In many cases our performance exceeds the national average and the Service will look to maintain these performance levels with the demands on resources. Update on progress is provided on a regular basis to the Enterprise & Environment Committee for scrutiny and challenge.

Development & Environment Service Business Plan 2016-2017

MCB1 Clear Policy Priorities				
Covalent code	Action	Outcome	By when	Lead
DAE SBP 001	Regulatory Service supports business through inspection, intervention and engagement programmes.	Businesses adhere to legislation and licence conditions, providing confidence of public protection to residents and employees of Clackmannanshire	31-Mar-2017	Regulatory Services Manager
DAE SBP 002	Work with Education and the business sector through the Regional Invest in Young People Group.	To improve career opportunities, skills and business involvement.	31-Mar-2017	Development Services Manager
DAE SBP 003	Provide additional Modern Apprenticeship places in the Council and within D&E services.	Young people are given employment opportunities.	31-Mar-2017	Development Services Manager
DAE SBP 005	Deliver D&E Service's Capital Investment Programme 2016/17	Assets are enhanced and managed efficiently and effectively.	31-Mar-2017	Head of Development and Environment
DAE SBP 006	Publish the Local Transport Strategy and produce a 5 year action plan. Implement the year 1 actions.	Local Transport Strategy published and action plan in place.	31-Jul-2016	Team Leader-Traffic and Transportation
DAE SBP 007	Carry out marketing and engagement activity to promote land availability for housing and business in line with the Clackmannanshire Local Development Plan.	Promotion of the Local Development Plan to progress its implementation.	31-Mar-2017	Development Services Manager
DAE SBP 008	In partnership with Clackmannanshire Business promote Clackmannanshire as a place to do business through website development & marketing.	Improved awareness of Clackmannanshire and increased interest in inward investment.	31-Mar-2017	Head of Development and Environment
DAE SBP 009	Produce 6 year programme and action plan of flood studies and flood protection projects in accordance with the Forth Local Flood Risk Management Plan (2016-22).	Forth Local Flood Risk Management Plan in place (year 1).	31-Jul-2016	Team Leader-Traffic and Transportation
DAE SBP 010	Establish and deliver Business Loans Fund	Agreement to become member of Business Loans Fund Scotland Ltd and development of mechanisms to support local businesses through Fund.	31-Mar-2017	Development Services Manager
DAE SBP 011	Implement the active travel awareness campaign under the Smarter Choices Smarter Places initiative.	First phase of the travel awareness campaign implemented and initial evaluation complete	30-Sep-2016	Team Leader-Traffic and Transportation
DAE SBP 012	Revise the Sustainability and Climate Change Strategy and implement 2016/17 actions	Clackmannanshire Council complies with its sustainability and climate change duties and other legal requirements.	31-Mar-2017	Regulatory Services Manager
DAE SBP 013	Contribute to the development of a revised Clackmannanshire Tourism Strategy aligning local opportunities to national priorities	Agreed Strategy	31-Mar-2017	Development Services Manager

Covalent code	Action	Outcome	By when	Lead
DAE SBP 014	Take forward agreed 2016/17 actions within biodiversity programmes in partnership with third sector organisations.	Biodiversity is protected and enhanced.	31-Mar-2017	Regulatory Services Manager
DAE SBP 015	Update Health & Safety Risk Assessments to reflect risk matrix.	Updated Risk Assessments	31-Mar-2017	Head of Development and Environment
DAE SBP 016	Improve the strategic management of Gartmorn Dam.	Optimise resources and enhance country park.	31-Mar-2017	Head of Development and Environment
DAE SBP 017	Longannet Economic Recovery Plan - agree actions and resourcing	Delivery of priority actions to support businesses and employment.	31-Mar-2017	Development Services Manager
DAE SBP 019	Maximise ESF funding for the delivery of employability services.	Participants are supported with employability to progress skills, experience and work readiness.	31-Mar-2017	Development Services Manager
DAE SBP 020	Promote LEADER to develop projects for funding support	Increased awareness and take-up of LEADER funding opportunities.	31-Mar-2017	Development Services Manager

MCB2 Increasing Income & Savings

Covalent code	Action	Outcome	By when	Lead
DAE 167 000	Development and Environment financial savings 2016/17	Agreed financial efficiencies delivered	31-Mar-2018	Head of Development and Environment
DAE 167 001	Development and Environment savings approved for 2016/17 by Council in February 2015.	Agreed financial efficiencies delivered.	31-Mar-2017	Head of Development and Environment
DAE SBP 021	Manage effectively the D&E financial targets	Financial targets achieved and competitiveness demonstrated.	31-Mar-2017	Head of Development and Environment
DAE SBP 030	Attracting funding to improve energy efficiency and provide home energy advice.	Reduction in fuel poverty.	31-Mar-2017	Regulatory Services Manager
DAE SBP 032	Attract funding for energy initiatives.	Decarbonisation of energy consumption and reduce energy costs.	31-Mar-2017	Regulatory Services Manager
MCB DAE 065	Roads - Capitalisation Options	Financial efficiency delivered.	31-Mar-2017	Head of Development and Environment

MCB3 Making Efficiencies

Covalent code	Action	Outcome	By when	Lead
DAE SBP 022	Implementation of LED street lighting programme aligned with the MCB Community Investment Strategy and with the Capital Asset Management Plan which will reduce electricity consumption and lighting column maintenance.	Complete upgrade of Tillicoultry and extend further as resources permit	31-Mar-2017	Head of Development and Environment; Assest Managment Officer
DAE SBP 023	Deliver the annual vehicle replacement programme and improve the quality of our vehicle fleet to reduce fuel use and emissions.	More modern and efficient council vehicle fleet.	31-Mar-2017	Environment Manager
DAE SBP 024	Identify efficiency savings for 2017/18	Our service is financially sustainable.	31-Mar-2017	Head of Development and Environment
DAE SBP 025	Improve attendance performance within D&E	Improved attendance at work and reduced absence costs	31-Mar-2017	Head of Development and Environment
MCB DAE 022	MCB DAE 022a Fleet utilisation MCB DAE 022 Reduction in Fuel Costs MCB DAE 022d Vehicle Maintenance/Workshop Facilities MCB DAE 022h Pool Vehicles/Grey Mileage	All Fleet Services MCB projects implemented providing financial and operational efficiencies and service transformation.	31-Mar-2017	Head of Development and Environment

MCB4 Transforming Services

Covalent code	Action	Outcome	By when	Lead
DAE SBP 018	Review provision of support to local businesses through Business Gateway including the delivery model.	Option appraisal report followed by agreement on way forward	31-Mar-2017	Development Services Manager
DAE SBP 026	Support the service's priorities and outcomes by using the most effective communication channels and technologies.	Residents and communities are well informed using their preferred communication channel.	31-Mar-2017	Head of Development and Environment
DAE SBP 027	Use customer consultation and feedback to influence how services are configured and delivered	Responsive, well-designed services meeting needs of customers.	31-Mar-2017	Head of Development and Environment
DAE SBP 028	Implement improvement actions from Annual Governance Statement Governance Panel	Service has sound governance arrangements.	31-Mar-2017	Head of Development and Environment
DAE SBP 029	Progress the employee action plan	Employee led actions are implemented	31-Mar-2017	Head of Development and Environment
DAE SBP 031	Implement E-building Standards	Business and residents can log applications on-line	31-Mar-2017	Regulatory Services


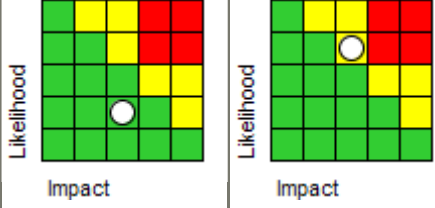
Covalent code	Action	Outcome	By when	Lead
				Manager
DAE SBP 033	Undertaking workforce planning and take forward agreed outcomes.	Our staff are developed and are equipped with the skills and knowledge to fulfil their roles and responsibilities.	31-Mar-2017	Head of Development and Environment
MCB DAE 019	Roads and Transportation Future Delivery Model	Service reviewed and service delivery options developed.	31-Mar-2017	Head of Development and Environment
MCB DAE 021	Review Cemetery Strategy	Review completed and action plan for change devised.	31-Mar-2017	Head of Development and Environment
MCB DAE 025	Review of Play Areas Strategy	A plan for the optimal use and management of play areas is established.	31-Mar-2017	Head of Development and Environment
MCB DAE 026	Review of Waste Collection service.	Service changes implemented	31-Mar-2017	Head of Development and Environment
MCB DAE 034	Review and disposal of surplus assets.	Delivery of the 2016/17 Annual Property Review progressed.	31-Mar-2017	Head of Development and Environment


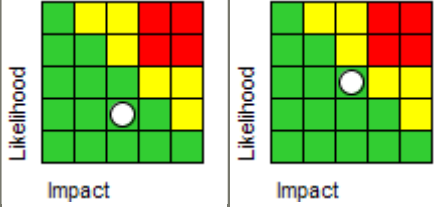
Key Performance Indicators

Covalent code	KPI	2014/15	2015/16	2016/17	Lead
		Value	Value	Target	
EDE EMP 001	Number of new starts participating in Council Economic Development funded employability programmes.	295	355	375	Ian Fraser
ENV STR 02e	LEAMS Audit Summary: % acceptable clean street sites	96.6%	96.6%	96.0%	Graeme Cunningham
RGY BST 006	% building warrant applications responded to within 20 days	99.4%	94.1%	90.0%	Ian Doctor
EDE BUS 002	Number of unique businesses and other employers supported by Economic Development staff within the current business year.	249	250	200	Julie Hamilton
GOV AB1 DAE	Average FTE Days Sickness Absence (Development & Environmental Services)	10.28	11.94		Gordon McNeil
GOV AB2 DAE	Sickness absence level (% - Development & Environment)		4.51%	4.00%	Gordon McNeil
GOV FOI DAE	% FOI enquiries responded to within timescale - Development & Environment		97%	100%	Gordon McNeil
DAE PPL 004	Number of RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences) cases within the Development and Environment service.	19	7	0	Gordon McNeil
RAT RAT 001	Percentage of A class roads that should be considered for maintenance treatment	30.1%	23.6%	28.7%	Scott Walker
RAT RAT 006	Percentage of traffic light repairs completed within 48 hours	95.2%			Alan Murray
RAT RAT 008	Electricity Consumption of Street Lights and Signs in a rolling year	3460 mWh		3430 mWh	Alan Murray
DAE CUS 023	DAE Councillor enquiries responded to within timescale.	88%	88%	94%	Gordon McNeil
DAE CUS 024	DAE MP / MSP enquiries dealt with within timescale.		93%	94%	Gordon McNeil
DAE CUS 025	DAE complaints responded to within timescale	72.4%	74.5%	93.0%	Gordon McNeil
DAE PPL 005	% DAE staff who have undertaken a review of their performance with their line manager in the previous 12 months (e.g PRD Toolbox meeting).			100%	Gordon McNeil
DEV DMA 001	The percentage of all planning applications dealt with within two months	91.74%	83.89%	84.00%	Julie Hamilton
DEV DMA 004	Local planning applications avg. time (weeks)	6.5	7.4	7.0	Julie Hamilton
RAT RAT 005	Percentage of all roads that should be considered for maintenance treatment	39.1%	36.2%	36.0%	Scott Walker
RAT RAT 007	Percentage of street light repairs completed within 7 days	90.8%	95.3%	96.0%	Scott Walker
RGY EHE 013	Percentage of service requests to Environmental Health responded to within timescale.	96%	97%	96%	Ian Doctor
ENV WMA 09a	Waste Management Complaints			900	Graeme Cunningham

Code	Description	2014	2015	2016	Lead
		Value	Value	Target	
ENV WMA 010	Percentage of household waste recycled or composted	55.7%	48.4%	50%	Graeme Cunningham
RAT RTA 004	Annualised average number of people seriously injured in road accidents in Clackmannanshire in the last five years			9.4	Alan Murray
RAT RTA 010	Annualised average number of children (0- 16 years) seriously injured in road accidents in Clackmannanshire in the last five years			1.2	Alan Murray

Service Risks

ID & Title	DAE SRR 100 Workforce Resources	Approach	Treat	Status		Managed By	Gordon McNeil	Target Rating	6	Current Rating	12
Description	Capacity to deal with peaks in workload, demands upon the service and service resilience due to workforce availability.										
Potential Effect	Service cannot demonstrate that is effective, efficient and recognised for excellence.										
Related Actions	DAE SBP 025	Improve attendance performance within D&E	<input type="text" value="0%"/>	Internal Controls	Performance Review & Development Process						
	DAE SBP 029	Progress the employee action plan	<input type="text" value="0%"/>		People Strategy						
	DAE SBP 033	Undertaking workforce planning and take forward agreed outcomes.	<input type="text" value="0%"/>		Maximising Attendance & Employee Wellbeing Policy						
Latest Note	Supporting and developing staff is an area for concern for the service. Reasons for this include: reducing specialist knowledge and support; need for investment in workforce skills and abilities; need for better management of single points of failure; and under-capacity restricting innovation and access to external funding. To counteract this, the Service Management Team will endeavour to invest in our experienced and committed staff through increased scope of PRDs, encouraging staff to expand their developmental activity into other areas of work, reviewing staff terms and conditions and building upon flexible ways of working.										

ID & Title	DAE SRR 003 Loss of external funding for the delivery of D&E services.	Approach	Treat	Status		Managed By	Ian Fraser	Target Rating	6	Current Rating	9
Description	Development & Environment deliver a number of services through income generated through internal customers and external funders.										
Potential Effect	Service has insufficient income to maintain services.										
Related Actions	DAE SBP 019	Maximise ESF funding for the delivery of employability services.	<input type="text" value="0%"/>	Internal Controls							
	DAE SBP 021	Manage effectively the D&E financial targets	<input type="text" value="0%"/>								
	DAE SBP 032	Attract funding for energy initiatives.	<input type="text" value="0%"/>								
Latest Note											

ID & Title	DAE SRR 101 Unaligned service delivery with corporate objectives	Approach	Treat	Status		Managed By	Gordon McNeil	Target Rating	3	Current Rating	6
Description	Service delivery is not aligned with corporate objectives										
Potential Effect	Fail to meet corporate and service objectives; Customer expectations not met; and Fail to meet customer demand.										
Related Actions			Internal Controls	Budget Strategy							
				Budget Challenge & Financial Monitoring							
				Business Planning Process							
				Governance Panel							
			Making Clackmannanshire Better Programme								
Latest Note	The Service Management Team will endeavour to transformation weaknesses in how our service performance is managed. We are aware that: our corporate financial systems lag behind the current business need; the cyclical nature of budgeting does not reflect service operation need; and we have reducing staff numbers whilst we must respond to new and changing corporate and legislative requirements. Efforts ongoing to counteract this risk includes: establishing a clear vision of service provision; reducing expenditure on non-core activity; and automated procurement programmes and systems. Despite this risk, the service continues to achieve high performance in national performance indicators and has a track record of delivering service efficiencies.										

MAKING CLACKMANNANSHIRE BETTER DEVELOPMENT & ENVIRONMENT APPROVED BUDGET SAVINGS 2016-2020

Ref.	Saving Description	Year 1 2016/17	Year 2 2017/18	Year 3 2018/19	Year 4 2019/20	Total Saving
Integrated and Sustainable Services						
MCB021	Review of Cemetery Strategy	£55,000 ¹	£7,500	£11,250		£73,750
MCB026	Review of Waste Collection Service	£40,000 ¹				£40,000
DAE018	Review of supplies and services across D&E	£55,000				£55,000
DAE008	Reduction in Clackmannanshire Works Support to businesses	£38,000				£38,000
DAE020	Council stops providing Ranger service. Function and staff transferred to EPIC/funded through Burnfoot Wind Farm funds.	£23,333	£16,666			£39,999
DAE021	Redesign of Roads traffic Management & Signage Service.	£22,166	£15,833			£37,999
DAE028	Economic Development Underspend (Accrual)	£54,500				£54,500
Best Use of Assets and Resources						
MCB022a	Review of Fleet: Fleet Utilisation	£60,000				£60,000
MCB022c	Review of Fleet: Reduced Fuel Cost	£9,000				£9,000
MCB022g	Social Work Transport Review	£0				£0
MCB022h	Budget Realignment: Pool Vehicle/Grey Mileage based on 2014/15 Actual	£20,000				£20,000
MCB065	Roads Capitalisation Options	£154,241				£154,241
		£34,971				£34,971
MCB066	Roads Advertising Hoardings	-£1,000	£4,000	£4,000		£7,000
DAE012	Public Transport Unit - reduction in SLA requirement to manage public transportation and supported bus contract in Clacks.	£35,000				£35,000
DAE015	Increase income through additional rental income in Council properties where full market rent is not currently being achieved.	£15,000				£15,000

DAE001	Total D&E savings approved for 2016/17 by Council in February 2015. (See Appendix ?)	£309,500	£57,432			£366,932
DAE003	Reduction in street lighting energy costs.	£60,000				£60,000
DAE004	Development Planning - Professional Fees Budget	£100,000				£100,000
DAE006	Additional income through Criminal Justice grant claim including fleet costs.	£11,000				£11,000
DAE007	Winter Maintenance budget reduced to average winter cost over the last 4 years.	£60,000				£60,000
DAE029	Alloa Tower: Staged reduction in Council funding	£5,000	£5,000	£5,000		£15,000
Making Our Organisation Stronger						
MCB019	Roads and Transportation Future Delivery Model		£200,000			£200,000
DAE010	Winter Maintenance on call cover period reduced.	£5,000				£5,000
DAE022	Review and redesign of GIS posts across the Council.	£16,333	£11,666			£27,999
DAE023-025	Rationalisation and remodelling of the Sustainability Team	£11,170	£62,829			£73,999
DAE033	Remove from establishment Estate Surveyor Vacancy	£29,500				£29,500
	TOTAL	1,127,714	£380,926	£20,250		£1,528,890

¹ Part of savings approved in Feb 2015 (DAE001)

DEVELOPMENT & ENVIRONMENT BUDGET SAVINGS APPROVED FEBRUARY 2015

Description of saving from Feb 15 Council Report	2016-17 £	2017-18 £	Total Saving
Increase Burial Charges significantly (+25%). Comparison of the cost to purchase a lair compared to neighbouring councils	55,000		55,000
Invest in Quality Play areas and reduce the number of low quality areas. Number of play areas to be reduced - less maintenance input to quantify/qualify details		15,000	15,000
Overtime reduce to minimum essentials and emergency. Service Manager to authorise any overtime expenditure	5,000		5,000
Reduce further the maintenance programme. e.g. instead of weekly cut, do weekly +2 days - or similar	7,500	7,500	15,000
Sell off plots below (say 20m2) bordering houses or likely purchaser. Cost in Land Sale/Transfer & time, but reduced future maintenance, fast-track legals ?	12,500	12,500	25,000
Eliminate Weekend Overtime by new starts working Thu>Sun. Engage new starts on different contract days, change T&Cs for existing	15,000		15,000
Reduction in Service Standard to minimum EPA CoP level. Without detailed work this is an ESTIMATE (low) - requires flexible workforce T&Cs	12,500		12,500
3-Weekly waste collection	40,000		40,000
Collect blue/green waste 4 days, garden waste 3 days =7day.STEP2. Operate waste services 7 days per week with mainstream household collections Mon > Thur; Garden waste Fri/Sat/Sun maximising use of vehicles and depot assets	45,000		45,000
Introduce charging for 2nd Garden Bin. Unknown demand, but likely some willing to pay - est. £39.00 p.a. seasonal, £60 full year	2,500		2,500
Trading Standards Reduction in number of consumer advisors from 3 to 2. Saving is shared, thus Clacks will only get 33% of savings.	8,000		8,000
three post to be combined are Pest Control Officer, the Animal Welfare & Environmental Protection Officer (EPO).	10,000		10,000
Move to full cost recovery in Licensing 1. Evaluate if current non mandatory licences are fit for purpose and determine if new activities need to be licensed.	13,500		13,500
Retiral of 0.6 Planner PostPostholder currently enjoying flexible retirement (and intends to retire January 2017). Development Plan approved for next 15/20 years. 9subject to adaption and review) Development Planning/Development Management staff working together on LDP.		22,432	22,432
Road Markings.	3,000		3,000
Agreed savings to supported bus services. Clackmannanshire Council provides a number of supported bus services to fill gaps in the commercial bus network. These services are operated under contracts which are due to terminate in March 2018 but could be terminated earlier,	40,000		40,000
Roads Staff Restructure. restructure would re-align the service to be able to deliver the range of roads functions, more efficiently, more responsively and more effectively. Work is ongoing and would include looking at delivery models such as hours of day and days of week service delivered	40,000		40,000
	309,500	57,432	366,932

Appendix 3 - Roads & Transportation Services Operational Programmes 2016/17

Roads Improvement Programme 2016/17

Reference	Action	Status	By when	Lead
RI-01	A907 Claremont / Kellie Place, Alloa	0%	Nov 2016	SW - CR - GF
RI-02	Bowhouse Road / Bristol Street, Alloa	0%	Aug 2016	SW - CR - DLO
RI-03	Newtonshaw, Sauchie	0%	Sep 2016	SW - CR - DLO
RI-04	Glenhead Avenue, Coalsnaughton	0%	May 2016	SW - NW - DLO
RI-05	Johnston Crescent, Tillicoultry	0%	Sep 2016	SW - NW - DLO
RI-06	Burnside Road, Menstrie	0%	Jun 2016	SW - AS - DLO
RI-07	Dumyat Avenue, Menstrie	0%	Jun 2016	SW - AS - DLO
RI-08	Alloa Road (at Banchory PS) Tullibody	0%	Apr 2016	SW - AS - DLO
RI-09	Laurel Bank / Long Row, Menstrie	0%	Mar 2016	SW - AS - DLO
RI-10	McKinley Crescent, Alloa	0%	Aug 2016	SW - NW - DLO
RI-11	Jamieson Gardens, Tillicoultry	0%	Sep 2016	SW - NW - DLO
RI-12	A91 Dollar Road, Tillicoultry	0%	Sep 2016	SW - NW - GF
RI-13	A91 Alva Road, Tillicoultry	0%	Jun2016	SW - NW - GF
RI-14	A907, Ludgate Roundabout, Alloa	0%	Nov 2016	SW - CR - GF
RI-15	C59, Kennet Phase 2	0%	Jun 2016	SW - CR - GF
RI-16	Drysdale Street, Alloa	0%	Nov 2016	SW - CR - GF
RI-17	Ochil Street, Tillicoultry	0%	Aug 2016	SW - NW - DLO
RI-18	High Street, Dollar	0%	Sep 2016	SW - NW - GF
RI-19	Stalker Avenue, Tillicoultry	0%	Aug 2016	SW - NW - GF
RI-20	The Braes / Craigleith View, Tullibody	0%	Oct 2016	SW - AS - GF
RI-21	Blackgrange Road	0%	Jul 2016	SW - AS - GF

Reference	Action	Status	By when	Lead
RI-22	Mitchell Crescent, Alloa	0%	Oct 2016	SW - CR - GF
	Surface Dressing Schemes			
RI-23	A91 West Stirling Street, Alva	0%	Aug 2016	SW - CR - Ext
RI-24	B909 Alloa Eastern Link Road	0%	Aug 2016	SW - CR - Ext
RI-25	B910 Linn Mill to A977	0%	Aug 2016	SW - CR - Ext
RI-26	B9096 Stirling Road, Tullibody	0%	Aug 2016	SW - CR - Ext
RI-27	C88 Aberdonna Road	0%	Aug 2016	SW - CR - Ext
RI-28	Meeks Park Road	0%	Aug 2016	SW - CR - Ext
RI-29	Dollar to Crook of Devon Road	0%	Aug 2016	SW - CR - Ext
RI-30	A907, Braehead to Arnsbrae	0%	Aug 2016	SW - CR - Ext
RI-31	A907 Cambus to Braehead	0%	Aug 2016	SW - CR - Ext

Footways Improvement Programme 2016/17

Reference	Action	Status	By when	Lead
FI-01	Newtonshaw, Sauchie	0%	Oct 2016	SW - CR - DLO
FI-02	Brucefield Crescent, Clackmannan	0%	Aug 2016	SW - CR - DLO
FI-03	Glenhead Avenue, Coalsnaughton	0%	Jul 2016	SW - NW - DLO
FI-04	Johnston Crescent. Tillicoultry	0%	Jun 2016	SW - NW - DLO
FI-05	Moirs Well, Dollar Phase 2	0%	Mar 2017	SW - NW - DLO
FI-06	Elmbank (at PS), Menstrie	0%	Sep 2016	SW - AS - DLO
FI-07	Ludgate (Nth of church), Alloa	0%	Sep 2016	SW - CR - DLO
FI-08	Erskine Street, Alloa	0%	Jun 2016	SW - CR - DLO
FI-09	Ashley Terrace, Alloa	0%	Feb 2017	SW - AS - DLO
FI-10	Hillside / Greenfield Street, Alloa	0%	Jul 2016	SW - CR - DLO
FI-11	B9096 Inglewood (north)	0%	Oct 2016	SW - AS - DLO
FI-12	B9096 Inglewood (south)	0%	Oct 2016	SW - AS - DLO

Reference	Action	Status	By when	Lead
FI-13	Beechwood, Sauchie	0%	May 2016	SW - CR - DLO
FI-14	Menteith Court, Alloa	0%	Jul 2016	SW - CR - GF
FI-15	Kilncraigs Road, Alloa	0%	Jul 2016	SW - CR - GF
FI-16	High Street, Dollar	0%	Sep 2016	SW - NW - Ext

Street Lighting Improvement Programme 2016/17

Reference	Action	Status	By when	Lead
SL-01	MCB Street Lighting Replacement, Tillicoultry	0%	Mar 2017	SW - EXTERNAL
SL-02	Strategic Street Lighting Improvement	0%	Mar 2017	SW - EXTERNAL
SL-03	Inspection regime Action Plan Priority Locations	0%	Mar 2017	SW - EXTERNAL
SL-04	Moirs Well, Dollar Phase 2	0%	Nov 2016	SW - NW - DLO

Traffic Management Programme 2016/17

Reference	Action	Status	By when	Lead
TM-01	Kellie Place / Zebra & Accessibility Scheme	0%	Mar 2017	AM - CF - GF
TM-02	Claremont Traffic Management / Accessibility Scheme	0%	Aug 2016	AM - CF - GF
TM-03	Accessible Infrastructure - Hallpark, Sauchie	0%	Aug 2016	AM - CF
TM-04	Traffic Management / Bus Boarders, Devonside, Tillicoultry	0%	Oct 2016	AM - CF - GF
TM-05	Traffic Calming - Lower Mill Street, Tillicoultry	0%	Mar 2017	AM - CF
TM-06	Zebra Crossing SRTS - Dollar Road, Tillicoultry	0%	Sep 2016	AM - CF - GF
TM-07	Quiet Rd / Turning Heads - Blackfaulds Road, Coalsnaughton	0%	Mar 2017	AM - CF - GF
TM-08	Traffic Management - West James Street, Alva	0%	Mar 2017	AM - CF - GF
TM-09	Speed Cushions - Hazel Avenue, Menstrie	0%	Aug 2016	AM - CF
TM-10	VAS Alloa Road, Clackmannan	0%	Mar 2017	AM - CF
TM-11	Schaw Court, Sauchie - Accessibility / Bus Shelter	0%	Aug 2016	AM - CR

Reference	Action	Status	By when	Lead
TM-12	A91 Stirling Street, Alva - Accessibility / Bus Boarders	0%	Oct 2016	CN - LD
TM-13	Bus Shelter / TM - B9140 Pitfairn Road, Fishcross	0%	Mar 2017	AM - CF
TM-14	Bus shelter / Hard Standing - A908 Benview	Postponed	Mar 2017	AM - CF
TM-15	Road Marking Programme	0%	Mar 2017	AM - NL
TM-16	Traffic Signs Renewal Programme	0%	Mar 2017	AM - JM
TM-17	Street Name Plate Renewal Programme	0%	Mar 2017	AM - JM
TM-18	Parking & TM - Mitchell Crescent, Alloa	0%	Sep 2016	SW - CF - SM

Reference	Action	Status	By when	Lead
Flooding & Roads Drainage Programme 2016/17				

Reference	Action	Status	By when	Lead
FD-01	Dollar (North) Flood Protection & SWMP Works - Phase 3	0%	Oct 2016	SC - Scot Water
FD-02	Culvert & Drains at B9096 Lornshill (Active Travel Route)	0%	Aug 2016	AM - WW/GF
FD-03	Drainage Ditch Clearance Programme	0%	Mar 2017	WW - Payback
FD-04	B913 Solsgirth Silt Removal - Phase 2 to Boundary	0%	Jun 2016	AM - WW
FD-05	Blocked Gulley Clearance Programme	0%	Mar 2017	AM - WW
FD-06	Annual Gulley Maintenance programme	0%	Mar 2017	AM - WW
FD-07	Gulley Frame Reinstatement Programme	0%	Mar 2017	AM - WW
FD-08	Integrated Catchment Study (SW) Year 1	0%	Mar 2017	SC - Scot Water
FD-09	B9140 East of Fishcross	0%	Aug 2016	AM - WW
FD-10	A907 Shillinghill Rbt / King Street - Gulleys	0%	Mar 2017	AM - WW - GF
FD-11	Flood Protection Study - Tillicoultry	0%	Mar 2017	AM - WW
FD-12	A91 East & West of Tait's Tomb - Culvert & Ditch	0%	Oct 2016	AM - WW - GF
FD-13	Complete Surface Water Management Plans (SWMP) - Stage 2 Action Plans	0%	Mar 2017	AM - SC
FD-14	Flood Protection Study, Menstrie (data gathering for 2018/19)	0%	Mar 2017	AM - SC
FD-15	B9140 Collyland Roundabout - new pipe / culvert system	0%	Mar 2017	AM - WW
FD-16	Marchglen - new pipes from gullies to River Devon	0%	Mar 2017	AM - WW

Reference	Action	Status	By when	Lead
FD-17	Cattlemarket, Clackmannan - new gullies / drains	0%	Mar 2017	AM - WW
FD-18	A823 nr Yetts O Muckhart - Ditch & new gully	0%	Mar 2017	AM - WW
FD-19	Hillfoots Rd Dollar at Cowden Cottage - culvert pipe	0%	Mar 2017	AM - WW
FD-20	Kennet Village - culvert pipe	0%	Aug 2016	AM - WW - GF
FD-21	A91 Cowden Bends - extend pipe	0%	Aug 2016	AM - WW
FD-22	B9140 King O Muirs, Tullibody - headwalls and drains	0%	May 2016	AM - WW
FD-23	Mitchell Crescent - Drainage	0%	Sep 2016	AM - WW - GF

Bridges & Structures Programme 2016/17

Reference	Action	Status	By when	Lead
BS-01	C101/10 Approach Safety Fence	0%	Mar 2017	AM - GF
BS-02	PI / GI Priority 1 - 4 Works	0%	Jan 2017	AM - GF
BS-03	PI / GI Inspections 2016/17	0%	Mar 2017	GF - Falkirk Co
BS-04	Park Terrace, Tullibody - Wall (Cycle Route)	0%	Aug 2016	AM - GF
BS-05	B9140 Fishcross Bridge - Pointing / Masonry Works	0%	Aug 2016	AM - GF

Capital Projects Programme 2016/17

Reference	Action	Status	By when	Lead
CP-01	Stage 3A - Lornshill to Cambus Active Travel Route - Lornshill to Tullibody	0%	Sep 2016	AM - GF/CF
CP-02	Stage 3D - Lornshill to Cambus Active Travel Route - Delph Pond	0%	May 2016	AM - GF/CF
CP-03	Stage 5 - Lornshill to Cambus Active Travel Route - Park Terrace	0%	Feb 2017	AM - GF/CF
CP-04	Tillicoultry to Dollar Active Travel Route - Park Place 'Placemaking'	0%	Apr 2016	AM - GF/CF
CP-05	Blackfaulds Road, by Tillicoultry - Quiet Road (Turning Heads)	0%	Feb 2017	AM - GF/CF
CP-06	Devon Cycle bridge, Tillicoultry - Anti-Skid Surface	0%	Feb 2017	AM - CF
CP-07	SCSP - WoW	0%	Mar 2017	AM - CF

Reference	Action	Status	By when	Lead
CP-08	SCSP - Publicity	0%	Aug 2016	AM - CF
CP-09	SCSP - Website	0%	Dec 2016	AM - CF
CP-10	SCSP - TBC Bid in Process	0%	Dec 2016	AM - CF
CP-11	Electric Vehicle Charging Points (Kelliebank)	0%	Jul 2016	AM - LD
CP-12	Tron Court, Placemaking - Speed Tables / Zebra Crossing	0%	Feb 2017	Facilities Man.

Roads Framework Contracts Programme 2016/17

Reference	Action	Status	By when	Lead
FC-01	Road Markings Framework Contract	0%	Mar 2017	AM - GF
FC-02	Protection Study Framework Contract	0%	Mar 2017	SC - GF
FC-03	CDM Advisor Framework Contract	0%	Mar 2017	AM - GF
FC-04	Term Commission Contract for Professional Services	0%	Mar 2017	GF - Falkirk Co

Policies & Strategies Programme 2016/17

Reference	Action	Status	By when	Lead
PS-01	Local Transport Strategy - Year 1 review	0%	Jan 2017	AM - LD
PS-02	Road Safety Plan - Year 1 review	0%	Jul 2016	AM - LD/CF
PS-03	DLO Service Delivery Model	0%	Oct 2016	SW - AM
PS-04	R&T Service Delivery Model	0%	Oct 2016	AM - SW
PS-05	Roads Asset Management Plan 2016/17	0%	Mar 2017	SW

Reference	Action	Status	By when	Lead
PS-06	Health & Safety Plan - Year 1 review	0%	Mar 2017	AM

Health & Safety Action Plan 2016/17

Reference	Action	Status	By when	Lead
HS-01	H&S Risk Assessments 16/17	0%	Mar 2017	SW - SM
HS-02	H&S Safe Systems of Work 16/17	0%	Mar 2017	SW - SM
HS-03	PPE - Schedule	0%	Aug 2016	SW - HM
HS-04	Training - Schedule	0%	Dec 2016	SW - HM

Report to Enterprise and Environment Committee

Date of Meeting: 19th May 2016

Subject: Scottish Local Authority Business Loans Fund

Report by: Head of Development and Environment

1.0 Purpose

- 1.1. This report seeks to update the Committee on the Council's involvement in the Scottish Local Authority Business Loans Fund, as a means of supporting business growth locally, following its commitment to provide funding through a reprioritisation of the Development and Environment Service's budget for 2016/17.

2.0 Recommendations

- 2.1. It is recommended that the Committee:
- (a) Homologates the decision by the Head of Development and Environment and Legal Services Manager to conclude and agree the Articles of Association and Members' Agreement for the new Scottish Local Authority Business Loan Fund company
 - (b) Notes the Council's approval to become a member of Business Loans Scotland Limited where the Council has agreed a one-off contribution from the Council of £50,000 to the Scottish Local Authority Loans Fund. This will enable the drawing down of additional funding through a bank loan and ERDF, therefore providing a total fund of £167,000 for lending to local businesses.

3.0 Considerations

- 3.1. Proposals have been developed by the West of Scotland Loan Fund (WSLF), the East of Scotland Investment Fund (ESIF), the Scottish Government and the Scottish Local Authority Economic Development Group to create a new £16M pan Scotland Local Authority Business Loan Fund involving all 32 Scottish Local Authorities. A new company, Business Loans Scotland Limited, has been established to run the fund

on behalf of partners. Modelled on the successful West of Scotland Loan Fund and East of Scotland Investment Fund (with membership totalling 22 Scottish Local Authorities), it provides an opportunity for Councils that are not members of the existing funds to provide additional support for business growth in their areas.

3.2. The Fund is one of a suite of three 'Financial Instruments' being taken forward by the Scottish Government for support through European Structural Funds. These are:

- **Micro** finance providing support of up to c.£20,000 for businesses with less than 10 employees
- **Debt** finance generally providing support in the c£25,000 - £100,000 range, however provision exists to provide loans below £25,000 to eligible businesses with 10 or more employees
- **Equity** finance, generally at a value of over £100,000

The three strands are designed to be complementary and accessible to all eligible businesses in Scotland. A procurement exercise is currently under way for each element with Business Loans Scotland Limited bidding for the Debt strand.

3.3. Difficulty in accessing finance is recognised as a key barrier to promoting growth within small and medium sized enterprises (SMEs). The Fund will provide a source of funding to promote business and jobs growth in locally based enterprises. Access to such funding was identified by local businesses in Clackmannanshire as an issue where they were at a geographical disadvantage compared to other parts of Scotland. The measures referred to in paragraph 3.2 will provide new access to a range of funding sources to promote local company growth.

3.4. At the Special Meeting of the Council held on 23rd February 2016 the Council agreed its General Services revenue budget for 2016/17. This included reprioritisation of £50,000 from the Development and Environment Service's budget to support the establishment of a 'Small Business Grants' scheme. This is the Scottish Local Authority Business Loans Fund referred to in this report.

3.5. The Fund is a revolving mechanism providing loans to businesses on the basis of an agreed repayment schedule. This ensures that funding is recycled and businesses benefit from a continuing availability of funding. The Fund will be made up of members' contributions (30%), a bank term loan (30%) and ERDF funding (40%) from the European Structural Funds programme 2014-2020. For a one-off Council stake of £50,000 a total loan fund of £167,000 will be available locally over an assumed three year period. An ERDF funding application has been submitted. Subject to a successful bid, it is anticipated that Business Loans Scotland Limited will be fully operational from early Autumn 2016.

- 3.6. A small core team will run the Fund on behalf of member authorities. A management fee will be charged to cover overhead costs (currently estimated at £13,125 for the Council over the Fund period with this being met from the overall £167,000 available in Clackmannanshire). These overhead responsibilities are likely to include collection of funds, administration, compliance and monitoring. Charges to individual Councils will reflect their share of the overall fund. The core team is likely to include a legal adviser to issue offers and agree legal documentation, thus removing the need for Local Authorities to provide this service.
- 3.7. Other key points to note are:
- Each member authority will be responsible for delivery of the fund in its area. This is likely to include promotion of the scheme to local businesses and stakeholders, identification of potential applicants, supporting businesses through the application process, appraising and determining applications and maintaining contact and providing aftercare to loan recipients. Detailed mechanisms for doing this will be developed before the fund goes 'live'.
 - The Scottish Local Authority Business Loans Fund Ltd will be established as a company limited by guarantee. It will be governed by a Members' Agreement and Articles of Association.
 - The Fund will be wholly public sector owned and controlled and is intended to be a partnership of the 32 Scottish Local Authorities. Full membership has been taken up by 30 Local Authorities with the remaining two being offered Associate membership to provide an option for full membership in the future.
 - The existing West of Scotland Loans Fund and East of Scotland Investment Fund will be subsumed within the new Fund.
 - Each member Authority's contribution to the Fund, and the leverage it attracts, will be exclusively ring fenced to investment in that Local Authority area.
 - Loans will be secured by Standard Security, Bond and Floating Charge and/or Personal Guarantee. There is also provision to offer loans on an unsecured basis. The interest rate will be fixed for the term of the loan and is likely to be set initially at 6% with no initial fees or charges.
 - The Fund can provide up to 50% of any funding package sought with the matching balance coming from the business itself.
 - The Fund will operate across three regional delivery areas (East, West and Highlands and Islands) each of which would operate as a 'fund within a fund'. Clackmannanshire will become part of the East area.

- In exceptional cases loans of up to £100,000 can be considered. Those up to £50,000 can be determined locally. Any proposed loan above this level will be referred to a regional investment panel made up of advisers with appropriate skills and experience.
- An Operations Manual will be produced to promote consistency of service delivery across Scotland. Delivery staff will be provided with training by the core fund management team.

3.8. The Fund's governance structure will be made up of four elements:

- Board of Directors - including two or three members from each operational area. Provision has also been made for representation from other stakeholders and the private sector.
- Corporate Governance Working Group - to support the Board with membership coming from a mix of Board Directors, officers from member authorities and the Fund Manager.
- Regional Management Groups - with membership comprising a senior representative from each member authority within that region and with responsibilities including monitoring and reviewing the Region's performance. This group will also be responsible for the final appraisal and determination of any loan applications above £50,000 as well as providing wider support for member authorities.
- Regional Officers Groups - for each area with officer membership from each Local Authority together with the Regional Loan Fund Officer and Fund Manager.

3.9. Involvement in the Loan Fund offers an additional mechanism for Clackmannanshire Council to demonstrate the priority it places on supporting and further developing the local economy. It will add value to other support mechanisms, such as the proposed Micro and Equity strands, as well as Business Gateway, and allows the Council and its partners to offer a wider and more integrated package of support to local businesses with growth potential.

4.0 Sustainability Implications

4.1. Participation in the Business Loans Fund has the potential to have the following positive impacts:

- Improve quality of life in Clackmannanshire
- Achieve sustainable economic development
- Target skills and training and reduce unemployment

5.0 Resource Implications

(a) Financial Details

- 5.1. As described in paragraph 3.3. the Council's contribution to the Fund is coming from a one-off re-prioritisation of the Development and Environment Service budget for 2016-2017 of £50,000.
- 5.2. The new fund will be established for an initial period of between two and three years (depending on ERDF approval dates). Further funding is likely to be available from 2018-2020. Any investment by the Council in the fund is likely to be locked in for a period up to at least 2026 as a condition of the ERDF support. The Members' Agreement and Articles of Association of the new company will, however, provide for the redistribution of assets in proportion to members' original investment, including, leverage, should the company be dissolved.
- 5.3. The new fund will implement a debt management strategy to ensure a proactive approach is taken in managing any arrears, defaulters and bad debts. As with any Loan fund there is a possibility that the Council could suffer a loss of capital should recovery action fail. The use of Standard Securities, Bond and Floating Charge and/or Personal Guarantees will help reduce this risk.
- 5.4. Finance have been consulted and have agreed the financial implications as set out in the report.

Yes

(b) Staffing

- 5.5. The Business Loans Fund initiative will be delivered by the Council's Economic Development team, in conjunction with Business Gateway, and supported, as required, by the Scottish Business Loans Fund company's core team.

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**

- Clackmannanshire Single Outcome Agreement 2013-2023
- Building Clackmannanshire Economic Development Framework 2008-2018
- Clackmannanshire Employability Strategy 2015-2017

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 Not required

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 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
- Business Loans Scotland Ltd Members Agreement
 - Business Loans Scotland Ltd Articles of Association

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Ian Fraser	Economic Development Team Leader	Extension : 2293

Approved by

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

Report to Enterprise and Environment Committee

Date of Meeting: 19 May 2016

Subject: Charter for Household Recycling

Report by: Head of Development & Environment

1.0 Purpose

- 1.1. The purpose of this report is to invite members to approve signing of the Charter for Household Waste Recycling.

2.0 Recommendations

- 2.1. It is recommended that Committee :
- 2.2. Agree to sign the Charter for Household Recycling in Scotland and develop a transition plan and business case to align Clackmannanshire Councils waste management service with the Charter for Household Recycling and supporting Code of Practice.

3.0 Considerations

- 3.1. At the meeting of the Enterprise and Environment Committee of 20th August 2015 members recommended future adoption of the Charter for Household Recycling.
- 3.2. The Charter for Household Recycling has been developed as a priority workstream of the joint Scottish Government and CoSLA Zero Waste Taskforce.
- 3.3. Following extensive research by Zero Waste Scotland, the Waste Managers' Network and consultation with stakeholders in the public and private sector, the Charter for Household Recycling was agreed by CoSLA leaders at its meeting on 28th August 2015. The Charter for Household Recycling is attached to this report as APPENDIX 1.
- 3.4. In a joint letter dated 4th February 2016 sent to Council Leaders and to Chief Executives, Richard Lochhead, Cabinet Secretary for Rural Affairs, Food and the Environment and Councillor Stephen Hagan, CoSLA Spokesperson for Development, Economy and Sustainability urged councils to sign up to the Charter for Household Recycling.
- 3.5. The letter further promotes the Charter for Household Recycling as an exceptional opportunity to turn a required service into something that

generates jobs, stimulates economic development and delivers genuine cost savings to councils. The letter is attached to this report as APPENDIX 2.

- 3.6. By signing the Charter for Household Recycling the Council will signal its agreement with the 21 principle commitments of the charter and how it will work to adopt best practice in its dealings with citizens and commercial waste producers and in so doing support Clackmannanshire's drive towards a circular economy.
- 3.7. The Charter for Household Recycling and its accompanying Code of Practice seek to achieve six principle outcomes by designing services that :
 - Achieve high quantities of recycling and minimise non recyclable waste
 - Maximise high quality materials
 - Cost effective services for local government
 - Encourage participation from citizens
 - Keep citizens, staff and contractors safe
 - Support employment

4.0 Implications

- 4.1. Clackmannanshire's waste management service is already closely aligned with the principles of the Charter for Household Recycling and Code of Practice as a result of close involvement by officers with the process of developing the Charter for Household Recycling and also through the Council adopting its own Zero Waste Strategy 2012-2022 which was agreed in a report to the Enterprise and Environment Committee dated 8th November 2012.
- 4.2. The Code of Practice sets out a preferred waste collection method that differs from the three bin system currently used in Clackmannanshire by introducing a fourth bin.
- 4.3. This difference in collection method is principally in the separation of what is currently blue bin comingled recyclable material in a single mixed collection stream into a dual collection stream whereby paper and cardboard are collected separately from plastic packaging and cans.
- 4.4. The recommended Code of Practice method of a dual recycling stream is in recognition that to improve the quality of collected recyclable materials, which in turn affects its price and economic benefit, the paper and card recyclable stream should be collected separately from the plastic packaging and cans.
- 4.5. ***Financial Support***
- 4.6. By signing the Charter for Household Recycling the Council will be offered support by Zero Waste Scotland to develop a business case and cost effective transition plan to meet the objectives of the Code of Practice.
- 4.7. The Scottish Government has signalled there will be financial support for local authorities with this process of transition although no firm financial details will be known until the transition plan has been completed.

- 4.8. Following completion of the transition plan and supporting business case members will be presented with a further report for their consideration of whether such a change would be beneficial before making any decision to change services to align with the Charter for Household Recycling and Code of Practice.

5.0 Sustainability Implications

- 5.1. The Charter for Household Recycling in Scotland is fully supportive of the Council's sustainability duties and aspirations.
- 5.2. The Charter for Household Recycling clearly sets out support for a circular economy to ensure that waste is treated as a resource to support sustainable employment and investment in our communities.

6.0 Resource Implications

6.1. *Financial Details*

- 6.2. The full financial details of implementing the Code of Practice and Charter for Household Recycling are dependant upon the outcome of a transition plan and business case to be developed with support from Zero Waste Scotland.

- 6.3. The Charter for Household Recycling seeks to provide cost effective services for local government and assist with market stability and inward investment in a circular economy.

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

6.5. *Staffing*

- 6.6. There are no direct staffing implications in the report Yes

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

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 | <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)

Clackmannanshire Council Zero Waste Strategy 2012 - 2022

Clackmannanshire Council Sustainability Strategy

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

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.

Appendix 1: The Charter for Household Recycling in Scotland

Appendix 2 Joint letter from Richard Lochhead, Cabinet Secretary for Rural Affairs and Environment, and Councillor Stephen Hagan CoSLA Spokesperson for Development, Economy and Sustainability to Clackmannanshire Council Leader and Chief Executive 4th February 2016

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

Clackmannanshire Council: Zero Waste Strategy 2012 – 2022

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Graeme Cunningham	Environment Manager	2548

Approved by

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

APPENDIX 1
Charter for Household Recycling in Scotland



Charter for Household Recycling in Scotland

This charter is a declaration of our organisation's intent to provide services that deliver local and national benefits, encouraging high-levels of citizen participation in waste prevention, recycling and reuse.

We, as leaders in local government and the main providers of services to households, acknowledge that significant progress has been made in achieving greater value from recycling and reusing household waste over the past 10 years. We also acknowledge that further progress is required to achieve better national and local outcomes.

We welcome the opportunity to make a commitment to our future waste, recycling and reuse services that will build on the progress achieved to date to ensure that waste is considered a resource and our services support sustainable employment and investment within the Scottish economy.

We recognise the opportunities of a more circular economy and better resource management to support sustainable employment and investment in the economy for the benefit of Scotland and its local communities.

We commit:

- To improve our household waste and recycling services to maximise the capture of, and improve the quality of, resources from the waste stream, recognising the variations in household types and geography to endeavour that our services meet the needs of all our citizens.
- To encourage our citizens to participate in our recycling and reuse services to ensure that they are fully utilised.
- To operate our services so that our staff are safe, competent and treated fairly with the skills required to deliver effective and efficient resource management on behalf of our communities.
- To develop, agree, implement and review a Code of Practice that enshrines the current best practice to deliver cost effective and high-performing recycling services and tell all of our citizens and community partners about both this charter and the code of practice.

Signatories

Date: _____

Council Leader _____

Chief Executive _____

Scottish Ministers welcome this declaration and will work in partnership with the signatories and their representatives to support the delivery of these commitments.

Cabinet Secretary for Rural Affairs, Food and Environment

To achieve this, we will do the following:

Designing our services

1. We will design our household collection services to **take account of the Code of Practice (CoP)** for the variety of housing types and geography in our community. In doing so, over time, **we will establish common collection systems, as appropriate**, for paper, card, glass, plastics, metals, food and other commonly recycled materials deemed feasible (e.g. textiles, small WEEE, nappies) across Scotland.
2. We will ensure that **all citizens have access to services** for recycling to include paper, card, glass, plastics, metals and food. Thus, we will ensure that all citizens, whether at the kerbside or within their local community, are provided with adequate volumes of containers in line with the Code of Practice (CoP).
3. We will ensure that our household collections give **consistent definition of materials** (paper, card, glass, plastics, metals and food) that can be competently recycled in line with the Code of Practice (CoP). Thus, we will eradicate discrepancies on what can and cannot be recycled in different localities across Scotland.
4. We will **reduce the capacity provided for waste that cannot be recycled** to give the appropriate motivation to our citizens to recycle. Thus, we will ensure that all citizens, whether at the kerbside or within their local community, are limited to non-recyclable (i.e. black bag/general waste/residual waste) waste volumes in line with the established Code of Practice (CoP).

Deliver consistent policies

5. We will ensure that our local policies, in line with the Code of Practice (CoP), encourage citizens to recycle by **reducing the collection of waste that cannot be recycled (i.e. excess waste/side waste)**.
6. We will ensure that our local policies **provide citizens with sufficient capacity for their waste**, recognising that some households will produce more waste than others, in line with the Code of Practice (CoP).
7. We will ensure that our local policies **direct our collection crews to not collect containers for waste that cannot be recycled that clearly contain recyclable materials** (including paper, card, glass, plastics, metals and food) in line with the Code of Practice (CoP).
8. Where citizens have not followed our collection advice and policies, we will ensure our **policies for communicating and taking corrective action are delivered consistently** in line with the Code of Practice (CoP).
9. We will ensure that policies for **bulky or excess waste encourage citizens to recycle and reuse, where this is practicable to do so**.

Operating our services

10. We will **collect household waste when we have said we will** and ensure materials are managed appropriately upon collection.
11. We will manage materials so that the **highest possible quality is attained and we seek to accumulate value** by working with partners to encourage inward investment for our economy.
12. We will **record complaints and alleged missed collections** and ensure that we respond to these in line with the Code of Practice (CoP).
13. We will **listen to special requests or challenges** that citizens are having in relation to household waste collections and ensure that we respond to these in line with the Code of Practice (CoP).
14. We will deliver services so that they **take account of current policies with regards to environmental crime, litter and flytipping** in line with the Code of Practice (CoP).
15. We will deliver services so that our **staff and citizens are not endangered or at risk from harm** in line with the Code of Practice (CoP).

Communicating our services

16. We will **clearly explain to all citizens** what services we provide by providing information on a regular basis. This will take recognition of different housing types, collection routes and service availability and be as specific to each property as necessary, in line with the Code of Practice (CoP).

17. We will **deliver service information directly** to citizens periodically in line with established Code of Practice (CoP).

18. Where we need to **change our services for any reason, we will communicate with citizens directly.**

19. We will **provide clear instructions to citizens on what can and cannot be recycled**, giving clear explanations where materials cannot be competently recycled.

20. We will communicate with citizens when they have not understood our services to **improve awareness and reduce contamination of recyclable materials.**

21. We will **record accurate information** on the amount of waste collected and the destinations, as far as practicable, of these materials in order to give confidence to citizens that it is being properly managed.

Citizens

To aid with the delivery of this charter and the Code of Practice, we expect our citizens to participate in the recycling, re-use and non-recyclable waste services that we deliver, using them in accordance with the policies communicated to them, and hence assisting in improving both the quality and the quantity of materials provided for recycling.

Partners

In committing to this charter we request that our partners in national and local government, the resource management industry, retailers, manufacturers, packagers, the third sector and others provide leadership and support in helping us deliver this commitment.

This charter is a clear statement of local government's intent to encourage high-levels of citizen participation in waste prevention, recycling and reuse. All of our partners will have a part to play in utilising the influence they have on our citizens to compliment this intent.

Furthermore, our partners are requested to assist the development of the Code of Practice by providing expertise, information and evidence wherever possible.

The following commitments have been given by each of our partners:

Scottish Government

- To provide the leadership in supporting the delivery of this commitment.
- To provide the necessary policy framework to support local government in delivering the commitments in this Charter and the associated Code of Practice
- To liaise with partners to support the local government delivery of this commitment.
- To support the national behaviour change process required to deliver the foundations of a circular economy

Zero Waste Scotland

- To provide the evidence, research, benchmarking and examples required to deliver the commitments in this Charter and the associated Code of Practice

- To provide support, advice and guidance to local government that allows successful implementation of changes to services.

SEPA

- To advise local government on the regulatory impacts of the commitments in this Charter and the associated Code of Practice.
- To regulate waste and recycle processors to ensure compliance with relevant legislation, particularly with respect to achieving appropriate destinations and markets for material.

Retailers, brands and packaging manufacturers

- To provide information to inform specifications for local government that will encourage consistent collections
- To provide technical, public relations and consumer behaviour advice to local government and its partners.
- To consider what resources, 'in kind', including behaviour changing measures, or financial, they can provide to support the delivery of the Charter.
- To inform, advise and guide local government and its partners on the technical scope of this Charter and related Code of Practice

The resource management industry

- To provide information to inform specifications for local government that will encourage consistent collections which consistently achieve high quality recycling and reuse.
- To support local government by providing targeted information and data that allows them to reduce contamination and improve public participation and confidence in recycling and reuse.
- To provide leadership and public support for the Charter and the related Code of Practice.

The third sector

- To provide leadership within the Third Sector on waste prevention, recycling and reuse and work in partnership with local authorities to develop the Code of Practice and support the effective delivery of the commitments in the Charter.
- To work with the Scottish Government and local authorities to promote effective communication with communities, groups, organisations and individuals on waste prevention, recycling and reuse and facilitate engagement in the design and development of services in line with the commitments in the Charter.
- To encourage and support practical action by communities, groups, organisations and individuals at a local level on waste prevention, recycling and reuse in line with the commitments in the Charter.

4 February 2016

Dear Leader and Chief Executive

As you know, we jointly convened the SG/COSLA Zero Waste Taskforce in 2014 in order to identify recommendations for the transformation of the management of public sector waste into an effective feedstock for the circular economy. A key recommendation from this Taskforce was that local authorities should be empowered and enabled to move towards more consistent recycling collection systems. This approach has now been articulated by the Household Recycling Charter and associated Code of Practice, which have been scrutinised and approved by COSLA Leaders.

Development of the Charter and of the Code of Practice has brought together input from SOLACE, Zero Waste Scotland (ZWS), the Waste Managers Network (WMON), COSLA and the Scottish Government. The Code of Practice therefore reflects the combined expertise and experience of waste professionals across Scotland and the collection strategies and systems outlined in the document represent those which are considered to best meet the overall objectives of the Taskforce, improve recycling performance and fulfil the aim of developing a consistent national system whilst leaving room for councils to design the specific services that reflect local needs and issues.

We believe that by signing the Charter and subsequently implementing the systems described in the Code of Practice local authorities will be able to:

- Stimulate inward investment and subsequent job creation in recycling and reprocessing industries
- Retain and enhance existing jobs in waste collection
- Generate and retain the best collective value from waste streams whilst increasing recycling rates
- Provide councils with a strong voice in the procurement market and enable them to manage market conditions to their collective advantage
- Demonstrate the innovative thinking resulting from empowering local government to develop solutions
- Work together to communicate to the public the value in recycling, and the benefits that good recycling practice can bring to communities

This is an exceptional opportunity to turn a required service provision into something that generates jobs, stimulates economic development and can deliver genuine efficiencies and cost savings to both individual councils and to local government as a whole. The Scottish Government is firmly committed to assisting local authorities in the implementation of this more consistent approach to recycling collections and will be aligning the support delivered through ZWS with the systems detailed in the Code of Practice.

Following signature of the Charter, councils will be offered support from ZWS to develop a transition plan that scopes out the cost-effective changes required to move towards the consistent system and to develop an implementation plan complete with timescales and financial considerations. Oversight and scrutiny of this process will be carried out through a high-level strategic group to ensure that the overall aims and objectives of the Charter are being met and to maintain focus on the over-arching circular economy goals and benefits.

Signing the Charter is voluntary, but we would very much like to urge councils to do so, and thereby to unlock the benefits of a more consistent approach to recycling across Scotland; an approach which has been developed by councils themselves and which is considered by practitioners across the country to represent good practice with regards to recycling collections. We are keen that together we maintain the momentum generated so far and continue to drive forward Scotland's efforts to realise the benefits of the circular economy. In light of this, we would appreciate it if you could give careful consideration to signing the Charter and look forward to supporting you in its implementation.



RICHARD LOCHHEAD

Cabinet Secretary for Rural Affairs, Food and Environment



CLLR STEPHEN HAGAN

COSLA Spokesperson for Development, Economy and Sustainability

Report to Enterprise and Environment Committee

Date of Meeting: 19th May 2016

Subject: Clackmannanshire Draft Conservation Area Appraisals for consultation:

- **Alloa Glebe**
- **Clackmannan**
- **Kennet**
- **Tillicoultry**

Report by: Head of Development & Environment

1.0 Purpose

- 1.1. This report is to seek approval of the Draft Conservation Area Appraisal (CAA) documents for Alloa Glebe, Clackmannan, Kennet and Tillicoultry, for consultation.
- 1.2. The Report also describes the consultation process to be undertaken and subsequent procedures.

2.0 Recommendations

- 2.1 It is recommended that the Committee :
 - (a) Approve the four Draft Conservation Area Appraisals for public consultation for a period of ten weeks to take account of the start of the Summer holiday period.
 - (b) Agree that the representations received during the consultation period are reported back to a future Enterprise and Environment Committee, along with Officer's recommended responses, for final approval.

3.0 Considerations

Background

- 3.1 The Clackmannanshire Local Development Plan (LDP) was adopted in August 2015. This contained a commitment to produce Conservation Area Appraisals for each of the Conservation Areas in Clackmannanshire to meet the Planning Authority's duty to prepare proposals for the preservation and enhancement of conservation areas. The LDP identified that this would be done by the end of 2016.

3.2 The appraisal process seeks to:

- Define the special interest of the conservation area;
- Identify issues which threaten the special qualities of the conservation area;
- Provide guidelines to prevent harm and assist in the enhancement of conservation area; and
- Provide the Council with a tool to inform planning practice and policies for the conservation area.

Analysis within the appraisals includes historic development, topography, built form and character, views, open spaces, landmarks as well as key buildings and groups.

3.3 There are 7 Conservation Areas in Clackmannanshire:

- Alloa Glebe
- Old Alloa
- Clackmannan
- Kennet
- Tillicoultry
- Dollar
- Muckhart

3.4 Two Conservation Area Appraisals (CAAs) have already been undertaken for Muckhart and Dollar Conservation Areas. The Appraisals were prepared in accordance with the guidance contained in Scottish Government Planning Advice Note 71 (Conservation Area Management) and also reviewed the Article 4 Directions currently in place for each of the Conservation Areas.

3.5 The Muckhart Conservation Area Appraisal was approved at the Council meeting on 26th June 2014, subject to minor changes following consultation. The Appraisal identifies enhancements and will be used to inform development proposals. It will form the basis of Appraisals of all of the other Conservation Areas.

3.6 The Draft Dollar Conservation Area Appraisal was also approved for consultation at Council in June 2015. It was consulted on between 12th November 2014 and 14th February 2015. For efficiency, the Finalised Dollar CAA will be prepared and reported along with remaining 4 CAAs for Alloa Glebe, Clackmannan, Kennet and Tillicoultry, which will be carried out during 2016. Following discussions with the Scottish Civic Trust (SCT), it was agreed that as Old Alloa had a Conservation Report undertaken as part of the Alloa Townscape Heritage Initiative project, it was not considered that there was a need for a CAA. However, as Old Alloa and Alloa Glebe currently adjoin each other in Broad Street the Scottish Civic Trust, as part of the Alloa Glebe CAA were asked to consider if there was case for combining them together in one designation. SCT were of the opinion that due to their differing characters that they should remain separate. This view is supported by the officers.

3.7 Timescales for the completed and proposed CAAs are shown in the table below.

CAA	Draft to Council/ Committee	Draft Consultation	Finalised to Council/ Committee	Approved
Muckhart	24/10/13	15/11/13-10/01/14	26/06/14	26/06/14
Dollar	26/06/14	12/11/14-14/02/15	2016	2016
Alloa Glebe	19/05/16	06/16-08/16	2016	2016
Old Alloa	No Appraisal	-	-	-
Clackmannan	19/05/16	06/16-08/16	2016	2016
Kennet	19/05/16	06/16-08/16	2016	2016
Tillicoultry	19/05/16	06/16-08/16	2016	2016

3.8 The Tillicoultry and Alloa Glebe CAAs have been prepared by the Scottish Civic Trust with Clackmannan CAA being undertaken by Peter Drummond Architect with the Kennet CAA being produced internally. The CAAs for Tillicoultry, Clackmannan and Kennet propose no alterations to the existing conservation area boundaries. Alloa Glebe CAA proposes alterations to the existing boundaries as follows:

- Exclude the modern development to the south of Bedford Place;
- Stripehead exclude the electricity substation and single storey industrial building on Broad Street;
- Extend the boundary to the east to include High Street, part of Drysdale Street and Mill Street; and
- Extend the boundary to the south of the Cross to include the eastern side of Candleriggs.

The reasoning behind these changes is to exclude modern interventions which are not in character with the traditional building forms in the locality and also to encompass parts of the town centre which retain their historic urban and traditional building form.

3.9 The Consultations will be advertised in the Alloa Advertiser, Development Services Bulletin and the Council's View newspaper for Clackmannanshire residents. Community Councils and other selected external groups and agencies and local interest groups will also be targeted by e-mail/mail to advise them of the consultation.

Consideration of Representations

3.10 Representations will be considered by Council Officers, who may liaise with external agencies during the preparation of responses to any representations received.

3.11 Requests for minor wording changes or updating of references to refer to events following publication of the Draft CAAs, and which Officers feel are not unreasonable requests, may result in Officers recommending that such requests are accepted and the CAA changed accordingly.

- 3.12 The Council will contact those who it considers may be affected by any recommendations in the Appraisals before any recommendations are reported back to Committee and any unresolved issues or concerns will be highlighted.
- 3.13 The Finalised CAAs (including Dollar) will then be reported back to Enterprise and Environment Committee for approval, highlighting any changes proposed from Draft to Finalised and emphasising where any new conservation area boundaries are proposed, if any. Statutory Notices on any boundary changes would then need to be prepared and advertised.

4.0 Sustainability Implications

- 4.1. The Planning etc (Scotland) Act 2006 requires planning authorities to carry out their development planning functions with the objective of contributing to sustainable development. The Proposed CAAs support the promotion of sustainability in development proposals.
- 4.2. The need for **Strategic Environmental Assessment** of the Conservation Area Appraisals was considered through a pre-screening determinations of the Proposed Muckhart CAA, and it was agreed with the Consultation Agencies that a Strategic Environmental Assessment would not be required as it would not be likely to have significant environmental effects. There is therefore no requirement to pre-screen the subsequent CAAs, as they follow the same format.

5.0 Resource Implications

- 5.1. The resources for preparing the Conservation Area Appraisals and any associated costs are already provided for in the Development Services budget.
- 5.2. Finance have been consulted and have agreed the financial implications as set out in the report. Yes
- 5.3 No additional staff resources would be required from Services to Communities and Support Services.

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 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 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 type="checkbox"/> |

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

The Conservation Area Appraisals accord with and support the Council's key strategies including, the Single Outcome Agreement and the Sustainability and Climate Change Strategy.

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.

Appendices will be available in the group rooms.

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

- Clackmannanshire Local Development Plan (August 2015)
- Report to Council dated 24th October 2013 – Proposed Clackmannanshire Local Development Plan, Open Space Strategy and Associated Documents
- Report to Council dated 26th June 2014 – Proposed Clackmannanshire Local Development Plan, Open Space Strategy and Dollar/Muckhart Conservation Area Appraisal
- Muckhart Conservation Area Appraisal (June 2014)
- Draft Dollar Conservation Area Appraisal (June 2014)
- Scottish Government Planning Advice Note 71 (Conservation Area Management) (December 2004)

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Graeme Finlay	Principal Planner	2643

Approved by

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

Report to Enterprise & Environment Committee

Date of Meeting: 19 May 2016

**Subject: Clackmannanshire Local Development Plan Proposed
Supplementary Guidance:**

- **SG8 - Woodlands and Forestry**
- **SG10 - Domestic Developments
and associated documents**

Report by: Head of Development & Environment

1.0 Purpose

1.1. This report is to seek approval of the proposed responses to the representations received on two pieces of Supplementary Guidance (SG) associated with the Council's Adopted Local Development Plan (LDP). The Guidance covers the topics of 'Woodlands and Forestry' and 'Domestic Developments'. A summary of the representations received during the consultation period and the Council's responses to these requires to be sent to Scottish Ministers before the Council can formally adopt the Guidance as part of the statutory LDP. The Report also describes the consultation process undertaken and the process after responses are agreed by Council.

2.0 Recommendations

2.1 It is recommended that the Committee:

- (a) Approve the proposed responses to the representations received on the 'Woodlands and Forestry' and 'Domestic Developments' Supplementary Guidance for submission to Scottish Ministers for consideration (Appendix 1).
- (b) Approve the associated Statements of Publicity for submission to Scottish Ministers for consideration (Appendices 2 and 3).

3.0 Considerations

Background

- 3.1 The Clackmannanshire Local Development Plan (LDP) was adopted in August 2015. It included 7 pieces of Supplementary Guidance which were consulted on and adopted along with the LDP, and a commitment to prepare 3 more over the 5 year lifetime of the LDP:
- SG8 - Woodlands and Forestry
 - SG9 - Minerals
 - SG10 - Domestic Developments
- 3.2 At the Council meeting of 14th May 2015, Council approved SG8 'Woodlands and Forestry' and SG10 'Domestic Developments' for consultation. These were consulted on between October 23rd and December 18th 2015 following the formal Adoption of the LDP in August 2015. The preparation of SG9 'Minerals', was put on hold following the Scottish Government's announcement of a moratorium on unconventional gas exploration pending further research and discussion, the outcomes of which will inform the future preparation of the SG.
- 3.3 The Woodlands and Forestry Proposed Supplementary Guidance (SG8) gives a more local context to the 'Stirling & Clackmannanshire Forestry and Woodlands Strategy' (August 2014), contains advice on the management of existing trees and woodland in development areas and explains their value in creating high-quality new places. It highlights the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide, including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. It also recognises that woodland can offer economic benefits both in terms of the timber industry and tourism.
- 3.4 The Domestic Developments Proposed Supplementary Guidance (SG10) is intended to allow those planning to alter or extend their house, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.
- 3.5 Council Planning Officers have consulted with Members, other Council staff and external agencies before coming to a view on each of the representations received and preparing the recommendations in response to each representation.
- 3.6 Once approved, the responses will be forwarded to Scottish Ministers, along with any supporting documents. After 28 days have elapsed, the Council may adopt the Supplementary Guidance unless Scottish Ministers have directed otherwise.

Representations on SG8 - Woodlands and Forestry

- 3.7 The Statement of Publicity (appendix 2) identifies the measures taken to publicise the Supplementary Guidance and, for SG8, 144 groups, companies and individuals who it was specifically considered may have an interest in this SG were also e-mailed or sent letters.
- 3.8 7 parties made representations and 43 individual points were made. Some of these were objections seeking changes, some were supportive of parts of the SG and some were observations/comments. The parties who commented were; The Scottish Government, Forestry Commission Scotland, Scottish Natural Heritage, SEPA, RSPB, Friends of the Ochils and Muckhart Golf Club.
- 3.9 A summary of the representations and the Council's proposed response can be seen at appendix 1. The main points are summarised below.
- 3.10 Two general comments on the general legibility and ease of understanding/interpretation of the document.
- 3.11 Four comments supporting the SG in general, or sections within it.
- 3.12 Five requests for technical/updating changes to references within the SG.
- 3.13 Four queries over the accuracy of the mapping within the SG and the omission of two recently planted areas.
- 3.14 Seven comments regarding the relationship of the SG to other plans policies and processes. These include clarification of the SGs role in development management decision making, its relationship to national policy, Scottish Government's Land Use Strategy and the Council's Biodiversity Action Plan, the general processes associated with forestry applications and the need for the SG in the first place.
- 3.15 Nine comments on the relationship between identified woodland areas and other designations, or the woodland designations in the SG itself.
- 3.16 Two comments regarding highlighting the potential requirement for Environmental Impact Assessment or Habitat Regulations Assessment/Appropriate Assessment of potential woodland and forestry development.
- 3.17 Six comments, all from SEPA, regarding the relationship between woodlands and forestry and the water environment.
- 3.18 Four comments on the importance of leisure uses, three from Muckhart Golf Club.

Representations on SG10 - Domestic Developments

- 3.19 Despite employing the same publicity methods as those of SG8, see Statement of Publicity (appendix 3), and specifically targeting 72 groups, companies and individuals who it was considered may have an interest in this SG, no responses were received. It is therefore proposed to submit the Proposed SG as published in October 2015.

Proposed Alterations to the SGs Following Publicity

- 3.20 A number of the representations included requests for minor wording changes or updating of references to refer to events which had taken place following publication of the Proposed SGs for consultation and which Officers feel are not unreasonable requests. Where these are considered to be of a minor nature it is proposed to note in such instances in the responses that the Council agree to the proposed suggested changes. Any remaining outstanding representations require to be considered by Scottish Ministers (both recorded in appendix 1).

Associated Documents

- 3.21 A **Statement of Publicity** highlighting the consultation carried out on each SG is required to be submitted to Scottish Ministers along with the SGs themselves and the Council's proposed responses to all representations. These can be found at appendices 2 and 3.

4.0 Sustainability Implications

- 4.1. The Planning etc (Scotland) Act 2006 requires planning authorities to carry out their development planning functions with the objective of contributing to sustainable development. The Proposed Supplementary Guidance supports the promotion of sustainability in development proposals, including encouraging improved biodiversity, the siting and layout of new development, energy efficiency, renewable energy and water management/flood risk.
- 4.2. The need for **Strategic Environmental Assessment** of the Proposed Supplementary Guidance was considered through screening determinations and it was agreed with the Consultation Agencies that a Strategic Environmental Assessment of the SGs would not be required as neither would be likely to have significant environmental effects.

5.0 Resource Implications

- 5.1. The resources for preparing the Proposed Supplementary Guidance and any associated costs are already provided for in the Development Services budget.

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

5.3 No additional staff resources would be required from Services to Communities and Support Services.

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 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 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 checked="" type="checkbox"/>
The Council is effective, efficient and recognised for excellence	<input checked="" type="checkbox"/>

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

The Proposed Supplementary Guidance accords with and supports the Council's key strategies including, the Single Outcome Agreement, the Local Housing Strategy, Local Transport Strategies, Open Space Strategy and the Sustainability and Climate Change Strategy.

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.

Appendix 1	Proposed responses to the representations received on the 'Woodlands and Forestry' SG for submission to Scottish Ministers
Appendix 2	Statement of Publicity for the 'Woodlands and Forestry ' SG for submission to Scottish Ministers
Appendix 3	Statement of Publicity for the 'Domestic Developments' SG for submission to Scottish Ministers

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

- Clackmannanshire Local Development Plan (August 2015)
- Report to Council dated 14th May 2015 – Adoption of the Clackmannanshire Local Development Plan and associated documents
- Stirling & Clackmannanshire Forestry and Woodland Strategy (August 2014)

Author(s)

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Approved by

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

APPENDIX 1 - PROPOSED RESPONSES TO THE REPRESENTATIONS RECEIVED ON THE 'WOODLANDS AND FORESTRY' SG FOR SUBMISSION TO SCOTTISH MINISTERS

GENERAL COMMENTS

SG8\010	Muckhart Golf Club
<p>Summary</p> <p>In reading the whole Proposed Supplementary Guide it needs to be rewritten in clear and succinct language so that it can be understood by most of the public. Much of the content can be interpreted in more than one way and has extensive use of vague comments and loose objectives. Currently it contains misleading statistics and information and does not consider the use of our limited land bank as a whole rather than purely a forestry perspective. Increasing land under forestry means reducing the other uses of the land. This point has not been dealt with in any way. The document as written can mean anything depending on what argument you wish to put forward. Clear thought and guidance is required. The document as written fails to do this.</p> <p>An example of the above is contained in paragraph 2.1.1 where the information contained is blatantly misleading. No thought is given to reality. Scotland has huge areas of land unsuitable for forestry and there is a need for this to be recognise in quoting statistical information. If these areas together with inhabited areas were removed from the statistics this would present a completely different picture. Europe, in percentage terms, has a relatively small area of land unsuitable for forestry. Fundamentally why should we be using European standards as our targets as there are many features of both our habitat and weather which varies from Europe. Suggesting for instance our northern islands should follow these standards is simply ridiculous and therefore why should Clackmannanshire follow these artificial standards?</p>	
<p>Response</p> <p>The information in 2.1.1 is background information from Scottish Government and FCS and is stating facts. Supplementary Guidance has been developed to reflect SPP and Scottish Forestry Strategy at the local level as required by national planning policy. It has to be seen in the context of a suite of documents at national and local levels such as Land Use Strategy and Clackmannanshire LDP. Local sensitivities and circumstances will determine whether or not a site is suitable for woodland creation and therefore grant aid from FCS. No changes are therefore proposed.</p>	

SG8\011	Muckhart Golf Club
<p>Summary</p> <p>Targeting 25% of suitable land area for forestry is feasible if not already achieved however the bland statement of "<i>The Strategy has a Target of 25% Woodland Cover</i>" means something completely different. Taking land from food production to convert to Forestry is a very dangerous action. Are you</p>	

saying we will import more of our food and other goods and there by increasing the transport miles of each and every thing we buy. This will increase the carbon footprint of each item of food we buy and negate the benefit of planting more trees. This needs to be explored more fully and a balance point of view put in the Guide.

Response

The Supplementary Guidance is a reflection of Scottish Government national policy which has set a Scottish target of 25% woodland cover. The Supplementary Guidance acknowledges that there are a number of sensitivities that require to be considered by parties considering and responding to woodland creation proposals and that these will be fundamental to any consultation response that the Council makes to the FCS on forestry proposals. **No changes are therefore proposed.**

COMMENTS IN SUPPORT OF THE SG

SG8\005	Forestry Commission Scotland
Summary	
Generally, the supplementary guidance is supportive of woodland expansion for a wide range of sound reasons varying from economic through to public health. With this in mind and also with reference to my requested changes we are generally in support.	
Response	
Note comment. No changes required.	

SG8\006	Scottish Natural Heritage
SG8\039	SEPA
Summary	
SG8/006 In general, the draft supplementary guidance takes a positive position on the role of woodland and forestry in delivering national developments such as the Central Scotland Green Network (CSGN) and Scottish Planning Policy’s principal policy on placemaking. We welcome and support these identified roles.	
SG8/039 We also welcome the clear link between the SG and the Local Development Plan’s Vision that ‘The Plan will have significantly contributed to the realisation of the principles of the Central Scotland Green Network.’	
Response	
SG8/006 Note comment. No changes required.	
SG8/039 Noted.	

SG8\043	SEPA
Summary	
We welcome the prominence within this section to the Forestry Commission Scotland's guidance The Right Tree in the Right Place .	
Response	
Noted.	

TECHNICAL/UPDATING CHANGE REQUESTS

SG8\002	Forestry Commission Scotland
SG8\028	Friends of the Ochils
Summary	
SG8\002 2.6.1 - Think there is an error on the dates. 4th line - ' <i>and to plant 100 million trees by 2015</i> ' should this not be ' <i>and to plant 100 million trees by 2025</i> '.	
SG8\028 Para. 2.6.1 The date of 2015 by which 100 million trees will have been planted under NPF3 must surely be incorrect!	
Response	
Scottish Government have amended statement - Delete 2nd sentence and replace with " <i>The Scottish Government wants to build on the multiple benefits delivered by our forests by increasing the overall woodland area by 100,000 hectares between 2012 and 2022.</i> "	

SG8\018	RSPB
Summary	
Page 7, para 2.8.2 – the full title of Scottish Government's Policy on Control of Woodland Removal should be used, to avoid confusion at the end of this paragraph. It may be beneficial to have a sub paragraph to give more detail on this.	
Response	
Agree. At paragraph 2.8.2, delete the last two sentences and replace with "Additionally, it is important to protect existing woodland, with woodland removal only permitted in very specific circumstances where it will deliver a significant additional public benefit. This policy is detailed in Control of Woodland Removal . Woodland removal without compensatory planting is mostly likely to be appropriate where it would contribute significantly to: <ul style="list-style-type: none"> • enhancing priority habitats and their connectivity; • enhancing populations of priority species; • enhancing nationally important landscapes, designated historic environments and geological Sites of Special Scientific Interest (SSSI); • improving conservation of water or soil resources; or 	

- public safety.

SG8\042	SEPA
<p>Summary</p> <p>We have recently developed a dedicated Forestry page on our website and while the guidance within this is more relevant to developers of long term forest plans we would highlight The UK Forestry Standard, and in relation to our specific interests the following supporting Standard Guidelines: Forests and Biodiversity, Forests and Climate Change, Forests and Soil, Forests and Water, which you may want to reference in this section to assist developers.</p>	
<p>Response</p> <p>Add SEPA Forestry page to Further Information section.</p>	

MAPPING

SG8\019	RSPB
<p>Summary</p> <p>Page 10, Map 1 – There are two woodland creation projects that are not shown on the map that we know off, these are Jerah Farm and on part of Black Devon Wetlands site SE of Alloa. A most up to date map should be provided here, included woodland that has been consented but not planted yet.</p>	
<p>Response</p> <p>Mapping revised to take account of recent planting.</p>	

SG8\023	RSPB
<p>Summary</p> <p>Page 21 Map 4 – Opportunities for Native woodland. The existing woodland should also be shown on this map to provide context to where there are opportunities to create new native woodland, similar to Map 5.</p>	
<p>Response</p> <p>Mapping revised.</p>	

SG8\029	Friends of the Ochils
<p>Summary</p> <p>Para 4.1.1/Map1. Map 1 does not show either the Woodland Trust Scotland (WTS) planting in and around Glen Devon, nor does it show the recent planting at Jerah above Menstrie. One therefore must question the percentage figures giving Clackmannanshire's current woodland and forest cover. If neither of the above two plantings have been taken into account, the</p>	

present percentage cover will presumably be more than 13%. (Map 3 on the other hand does show the WTS planting which shows a lack of consistency with the maps being used in the draft SG8).

Response

Maps 1, 3 and 5 revised to take account of recent planting, and related figures updated.

SG8\036	SEPA
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Summary

In correspondence between SEPA's flood risk hydrologists and Clackmannanshire Council...it was highlighted that the map could be misleading as it seemed to show parts of the Jerah woodland site as being unsuitable for woodland expansion. We have had confirmation that the map is indicative only and has been derived from a variety of sources and unlike the Local Development Plan is not allocating land for woodland planting. The council may wish to amend the map to make it clearer to the viewer.

Response

Mapping revised.

RELATIONSHIP TO OTHER PLANS POLICIES AND PROCESSES

SG8\016	Muckhart Golf Club
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Summary

Clearly we are at odds with many of the principals contained in this guide and we feel this is yet another raft of regulations that will be added to Planning requirements. We hear constantly how our Government wish to simplify Planning yet more and more regulations are being applied. Perhaps a step back is necessary and ask the question is this Supplementary Guidance actually required. PERHAPS NOT!

Response

The role of the Supplementary Guidance is to raise awareness of the range of attributes that woodland and forestry activities can deliver, the sensitivities that require to be considered by the Council and FCS and to inform woodland managers of the issues that they should take account of. The Council as planning authority respond to woodland consultations from FCS who are responsible for decision making on the basis of the Scottish Forestry Strategy and related guidance as well as Scottish Government forestry policies.

The document is not introducing new planning regulations, it is highlighting issues involved in considering forestry operations by the Council and FCS. **No changes are therefore proposed.**

SG8\017	RSPB
Summary	
Page 3, Figure 1 – National Planning Framework 3 should be shown to sit alongside Scottish Planning Policy in the flow chart.	
Response	
The policy root for the preparation of the Supplementary Guidance is the SPP and it is not considered necessary to introduce NPF3 into the flow chart, as it provides some context but is not the policy driver for the document. No changes are therefore proposed.	

SG8\024	RSPB
Summary	
There is an action (WD1) within the Clackmannanshire Biodiversity Action Plan, which is to encourage more scrub species to be planted as part of woodland creation projects and manage existing woodlands to have scrub. There is no mention of scrub within this guidance document and it would be extremely helpful if this could be considered for inclusion in the appropriate places as it is a priority habitat for the county.	
Response	
Amend text at paragraph 4.3.2 delete last sentence. Add the following text " <i>It includes actions to encourage more scrub species to be planted as part of woodland creation and manage existing woodlands to have more scrub as well as improving upland oakwoods and lowland mixed deciduous woodland for biodiversity.</i> "	

SG8\025	Scottish Government
Summary	
We are content that the document is generally consistent with national planning policy.	
We suggest that an improvement to the document could be the clarification of it's role in development management decisions. Whilst the relevant Local Development Policies are referred to it could helpfully highlight early on that once adopted by the planning authority, the supplementary guidance has the weight of the development plan in decision making.	
Response	
Insert new paragraph " <i>This adopted SG has the same weight as the Local Development Plan and its policies. It is a material consideration for development management when applications involve either the felling or planting of trees. Planning conditions will be utilised to deliver the creation, management and enhance of woodlands, in accordance with the issues in the SG, where this is appropriate.</i> "	

SG8\026	Friends of the Ochils
SG8\033	Friends of the Ochils

Summary

SG8\026 Para. 1.4 - It is apparent to a number of individuals and organisations, including the Friends of the Ochils, that the forestry application process as at present used by FCS is not fit for purpose; it is not as open and transparent as it should be and requires a rethink. FCS have already held discussions on this matter with interested parties, including the Friends of the Ochils, and we look forward to changes to the application process. We trust that Clackmannanshire Council will be able to support the development of a more open and transparent system and that when new systems are in place SG8 is changed accordingly.

SG8\033 We would argue that the whole process of applying for and giving approval to woodland and forestry development is very complex and subject to a large number of policies, strategies, plans and guidance. Its very complexity and lack of transparency makes it difficult for the process to be open and democratic. Yet more tree planting is inevitably going to result in a greater interest shown by organisations such as the Friends of the Ochils. Whilst good supplementary guidance is important we would nevertheless wish to see the whole decision making process reviewed and democratised perhaps in line with the e-planning system.

Response

SG8/026 FCS are currently reviewing their consultation processes and the Council has been involved in the review process. Supplementary Guidance is raising the issues that those involved in working up woodland proposals should be aware of and of the issues that the Council will take into consideration when responding to FCS consultations. **No changes are therefore proposed.**

SG8/033 This is an issue for FCS, who are currently reviewing their consultation processes and associated guidance. One of the issues they are considering is a move towards an e-planning system. **No changes are therefore proposed.**

SG8\027	Friends of the Ochils
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Summary

Para. 2.4 Consultation on the Scottish Government Land Use Strategy 2016-2021 is underway and it states that a review of the Scottish Forestry Strategy will be undertaken. It will be important that SG8 ultimately reflects the new SFS rather than the present one which is now 10 years old. For example it is hoped that the new strategy will address the inconsistencies between the Forest and Woodland Strategies of adjacent councils with responsibility for the Ochils. At present boundaries for preferred and unsuitable areas are not always consistent across local authority boundaries.

Para 2.8 As indicated above, consultation on the second Land Use Strategy for Scotland (LUS2) is being undertaken and again one would anticipate that

SG8 will need to reflect the revised strategy rather than the first LUS (2011).

Response

The Supplementary Guidance can be updated should the review of the Scottish Forestry Strategy raise fundamental new issues for woodland management and creation in Clackmannanshire.

The Supplementary Guidance can be updated should LUS2 (2016-2021) raise fundamental new issues for woodland management and creation in Clackmannanshire. **No changes are therefore proposed.**

DESIGNATIONS AND IDENTIFIED AREAS

SG8\001	Forestry Commission Scotland
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Summary

2.1.2 - Forestry Commission policy is NOT to encourage tree planting on better land (assuming this is class 1, 2 and 3). Can the sentence '*More recently planting on better land is now encouraged*' be changed to '*Scottish Government policy is to ensure the right tree in the right place*'.

Response

Amend text. Delete "*More recently planting on better land is now encouraged*", replace with "*Scottish Government policy is now to encourage planting on a wider aspect as detailed in 'The Right Tree in the Right Place'*".

SG8\004	Forestry Commission Scotland
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Summary

Under Landscape character areas and woodland potential, the Ochil Hills have greater potential than that described for growing trees. It might therefore be more appropriate to state '*predominantly unsuitable above the 300m contour*'.

Response

Add text in Tables 1, 4 and 5 in Ochil Hills woodland potential column "*...and generally below 300m contour*".

SG8\007	Scottish Natural Heritage
<p>Summary</p> <p>Ancient woodland</p> <p>Sub-section 2.5 sets out Scottish Planning Policy (SPP) policy on woodlands but omits reference to a key element of woodland in SPP. Paragraph 216 of SPP states that <i>“Ancient semi-natural woodland is an irreplaceable resource and, along with other woodlands, hedgerows and individual trees, especially veteran trees of high nature conservation and landscape value, should be protected from adverse impacts resulting from development.”</i> While the majority of the ancient woodland resource in Clackmannanshire is identified as <i>“long-established of plantation origin”</i> in the Ancient Woodland Inventory, the area does host woodland described as <i>“ancient, of semi-natural origin”</i>. This is a significant resource and the guidance should explore, in an appropriate level of detail where relevant, how it will be protected from adverse impacts resulting from development.</p>	
<p>Response</p> <p>Amend text at paragraph 2.5.1. Add new sentence <i>“Scottish Government advice on planning for forestry and woodlands is set out in ‘The Right Tree in the Right Place’.”</i></p> <p>Delete paragraph 2.5.2 and replace with <i>“The Ancient Woodland Inventory identifies that Clackmannanshire has a number of woods as “ancient, of semi-natural origin”. Such woodland is highlighted in the SPP as an irreplaceable resource and along with other woodlands, hedgerows and individual trees, especially veteran trees of high nature conservation value, should be protected from adverse impacts resulting from development. In considering any development proposals the Council will utilise the relevant national and local development policies to ensure the retention and where appropriate the enhancement of such woodlands.”</i></p>	

SG8\008	Scottish Natural Heritage
<p>Summary</p> <p>Designated sites</p> <p>Paragraph 4.3.2 includes discussion of national designated sites, noting that Clackmannanshire hosts nine Sites of Special Scientific Interest (SSSI). When you include the section of the Firth of Forth SSSI within your local authority area, the total is 10. We recommend that this section is updated with that total and suggest that it could be more closely related to the subject matter by a brief statement that six of the 10 SSSIs include woodland as a notified feature of the designation.</p>	
<p>Response</p> <p>Add new paragraph following 4.3.2 <i>“There are ten Sites of Special Scientific Interest (SSSI) in Clackmannanshire of which six include woodland as a notified feature of their designation. These are - Back Burn Wood and Meadows, Craigmad Wood, Damhead Wood, Devon Gorge, Dollar Glen and</i></p>	

Linn Mill. There are also twenty one Local Nature Conservation Sites, which include woodlands such as Cowpark Wood, Pond Wood, Red Carr Wood, Silver Glen and Ochils Woodland Park."

SG8\009	Scottish Natural Heritage
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Summary

Role in green networks

As noted above, the draft supplementary guidance clearly sets out the importance of woodland's role in the CSGN and green networks in general. However, paragraph 4.3.3 discusses only the urban pressures and degradation of 'green corridors' while the following text box notes the importance of "*good woodland and forestry management*" in helping to address issues and enhance biodiversity. Neither of these set out any role for development in the identified issues and pressures. We recommend that this paragraph and text box are expanded to highlight the role that a design led approach to development can play in mitigating these pressures. The detail which follows paragraph 4.3.15 in the draft supplementary guidance and paragraph 225 of SPP may be a useful source.

Response

Amend text at paragraph 4.3.3. After "*...urban pressures...*" add "*...including development works.*" and in the Text Box add "*Development works should be informed by a design led approach to incorporate woodland and trees into their proposals.*"

At paragraph 4.3.4 add new text to the text box "*Development proposals can have a variety of adverse impacts on these features of the natural landscape and consequently our well being. The Council in considering proposals will take due account of the design and proposed management arrangements to ensure that woodland's role is not diminished as a consequence, which may include a requirement for offset planting. Developers should also take due notice of complimentary issues in Green Infrastructure SG6.*"

SG8\012	Muckhart Golf Club
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Summary

Turning now to your description of the "*Middle Devon Valley*". I find this quite misleading and do not recognise this as the area I live in. The use of the words "*buffs and spurs*" is unusual as the word buff is not contained in the Collins Dictionary in this context. Please simplify the language to a realistic and simple description. The Devon Valley may have ecological importance but the bulk of the land use is rolling farm land. In addition Muckhart Golf Course covers almost as much land area as the Devon valley. The manicured land of the golf course is of great importance and it is the predominate feature when viewed from the very popular walks on the Ochil Hills behind Muckhart. It has it's own distinctive layout and appearance.

Response

The Middle Devon Valley is derived from the Landscape Character Assessments that were carried out at a strategic level on behalf of SNH. The strategic role of these assessments meant there was not a detailed analysis of individual land parcels. Significant woodland proposals will require detailed landscape analysis to be undertaken. **No changes are therefore proposed.**

SG8\020**RSPB****Summary**

Page 14, para 4.3.16 – The last sentence could be better worded “*There is also some potential in the green belt for appropriately-sited timber production for energy and construction*”. This sentence requires further explanation and context.

Response

Replace sentence with "*There may be potential in the green belt for small scale timber production for biomass and fire wood as well as soft and hard woods for construction use.*".

SG8\031**Friends of the Ochils****Summary**

Para 5.1.2 - We believe that the description of the forest and woodland cover in the Ochil Hills is too limited. As noted above it does not recognise the WTS planting above Muckhart, the Jerah development nor the very significant woodland above Alva – there is much more than a ‘*scattering of native woodland along the lower slopes of the scarp*’.

Response

Paragraph 5.1.2, text box 1, Ochil Hills. Last sentence rewrite as follows "*Commercial woodlands and Woodland Trust amenity woods are present on the northern eastern part of this area, recently a large scale plantation has been planted in the west above Menstrie. Native woodlands are scattered along the lower slopes of the scarp.*".

SG8\003**Forestry Commission Scotland****SG8\032****Friends of the Ochils****Summary**

SG8\003 Tables 1, 4 and 5. All of the woodland types in all of the landscape character areas have the potential to produce timber. Can you therefore amend the tick boxes to reflect this.

SG8\032 Sections 5.2 and 5.3 - We have serious concerns that Tables 1, 4 and 5 note that the Ochil Hills are ‘*mostly unsuitable* [for woodland and forestry] – *limited on lower slopes in the east*’ whilst Map 3 shows extensive areas that have the potential for woodland expansion. Such contradictions

make it more difficult for all parties to properly assess an application for woodland and forestry planting. We would argue that this section of SG8 requires a more consistent analysis.

Response

SG8/003 Add footnote to tables "*All woodland in the Landscape Character Areas has the potential for timber production to some extent.*"

SG8/032 The mapping is strategic in nature and it while it outlines potential areas, these are on the basis of national data sets and by their very nature do not take account of detailed issues such as slope, accessibility, water status, etc. It is not possible to map these attributes at a strategic level. It is considered that the nature of the shallower slopes in the east has more potential than other parts of the Ochils and hence the comment relating to them. The document is only giving general guidance and is not zoning land for woodland creation. The detailed characteristics of a site will determine if it is suitable site for woodland creation. **No changes are therefore proposed.**

ENVIRONMENTAL ISSUES

SG8\021	RSPB
SG8\022	RSPB

Summary

SG8\021 Page 17, para 5.2.2 – The potential need for an Environmental Impact Assessment should be specifically stated in this section.

SG8\022 Page 18, para 5.2.4 – Under ‘Sensitive’ – the potential need for Habitat Regulations Assessment/ Appropriate Assessment should be flagged.

Response

SG8/021 Add text "*Environmental Impact Assessment maybe required for potential woodland schemes depending on their scale and relationship to environmental sensitive sites and accordingly prior to developing a proposal woodland managers should contact the local FCS conservancy office to assess any requirement for EIA.*".

SG8/022 As this a duty for FCS as the regulator it is not considered necessary to include it in the text. **No changes are therefore proposed.**

RELATIONSHIP TO THE WATER ENVIRONMENT

SG8\038	SEPA
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Summary

Section 1.1, 1.2 (and also Section 4.3.5) outlines, the trees woodlands and forests of Clackmannanshire contribute greatly to the quality of the landscape, environment, biodiversity, cultural heritage and the local economy. We are especially interested in the impact they can have on the water environment, both in relation to water quality and sustainable flood management. As such

we welcome the recognition in these sections that trees have an important role to play in climate change mitigation.

Response

Noted.

SG8\042 | **SEPA**

Summary

Opportunities for Woodland and Forest Expansion

...details on the plans and water bodies affected by forestry pressures are available on our [website](#). They include a GIS interactive map. This map enables a search on individual water bodies within a local authority area and associated water body data sheets which give information about an individual water body's current ecological status, any pressures upon it, measures being taken to resolve any issues and targets for any improvement needed. This should be taken into account by new developments involving forestry and watercourses. We would welcome it if the SPG included guidance for the developer on how to use the river basin planning information and interactive map mentioned above to include an assessment of the ecological status of any neighbouring water bodies to guide the assessment of site area and also any opportunities to improve the water bodies' ecological status.

Response

Add SEPA Forestry page to Further Information section.

SG8\034 | **SEPA**

Summary

Section 4.3.5 states that "*Woodland forestry can play an important role in natural flood risk management. Restoration and enhancement of natural features and characteristics of a landscape can play a role in managing the sources and pathways of floodwaters. Woodland planting can provide an opportunity to manage downstream flood risk via land use change in upland areas, for example through a combination of reduced stocking densities, blocking of drains and creation of upland woodlands.*". We would recommend that 'can' is replaced with 'may' as natural flood management may only provide a benefit in certain catchments and during certain return periods and may not always be suitable.

Response

Agree to the 3 references to "can" being replace by "may".

SG8\035 | **SEPA**

Summary

The coloured boxes in Section 5 outline areas for woodland and forest

expansion. It would be prudent to highlight that planting in floodplain areas may 1) lead to more woody debris getting into the rivers which can build up behind in-stream structures, and 2) large wooded areas may elevate flood water levels locally.

Response

Coloured boxes at 5.1.2 give brief descriptions of the landscape character areas and are not advocating woodland in any specific areas. **No changes are therefore proposed.**

SG8\037

SEPA

Summary

We would recommend that the Flood Prevention Team within Clackmannanshire Council is consulted as they can provide further advice on this document.

Response

Noted. Flooding colleagues were consulted during the preparation of the SG and FCS consultations received by the Council are the subject of consultation with colleagues responsible for flood risk management.

SG8\040

SEPA

Summary

National Policy and Guidance

There are a number of environmental regulations which control trees and woodlands management but which currently are not highlighted within the SG and it may be appropriate to include reference to them within this section. Of specific relevance is the Water Environment (Controlled Activities) (Scotland) Regulations (CAR) which protect the water environment against impacts from forestry and woodland management related operations such as storage and use of fertilisers, drainage and related engineering works. More information on the regulations can be found at www.sepa.org.uk/water/water_regulation.aspx.

...the Water Framework Directive (WFD) covers the protection of the water environment as detailed in the Water Framework Directive (WFD) River Basin Management Plan for the Scotland River Basin District and the associated [Forth Area Management Plan](#). The overall aim of the Plan and the CAR regulations is to maintain and improve the ecological status all water bodies and that there is no deterioration in ecological status. This includes water bodies which are affected by inappropriate forestry planting leading to diffuse pollution, impacts to structure of the water course by planting too close to the banks or by invasive non-native species. More information can be found at www.sepa.org.uk/water/river_basin_planning.aspx.

We would welcome reference to CAR and WFD in this section as the management of trees in even small scale developments can help meet the

WFD objectives of protecting and improving the water environment. Additionally your authority has a duty as a responsible authority under The Water and Environment and Water Services (Scotland) Act 2003 to exercise your designated functions so as to secure compliance with requirements of The Water Framework Directive.

Response

Add New Paragraphs:

2.9 Water Framework Directive (WFD)

2.9.1 WFD covers the protection of the water environment detailed in the Scotland River Basin District Plan and the associated [Forth Area Management Plan](#). The objective of the Plan and the associated Water Environment (Controlled Activities) (Scotland) Regulations (CAR) is to maintain and improve the ecological status of water bodies and that there is no deterioration of ecological status.

2.9.1 Forestry operations and woodland creation have the potential to have detrimental impacts on the water environment by inappropriate storage and use of fertilisers, drainage, related engineering works and planting leading to pollution and increased sediments. The protection of this important resource is through CAR related to operations such as the storage and use of fertilisers, drainage and related engineering works. Full details of the regulations can be found on the SEPA website at www.sepa.org.uk/water/water_regulation.aspx. SEPA's [website](#) has details of the plans and the water bodies affected by forestry pressures including a GIS interactive map to search individual water bodies and associated data sheets detailing the pressures and measures to address them). The Council in considering forestry proposals will take due cognisance's of potential water impacts. SEPA also has a dedicated Forestry page.

LEISURE USES

SG8\013	Muckhart Golf Club
<p>Summary</p> <p>The six golf clubs within the County of Clackmannanshire have a characteristic different from any of the land uses described within your document. They form areas containing small wooded areas with relatively short distances between which are highly manicured. They contain a high diversity of wild life and have a high recreational value not only for golfers but in the case of Muckhart, many walkers as well. Indeed this is becoming an issue and we need to look closely at the "Right to Roam" regulation and possibly impose restrictions in the interest of safety. The game of golf has on more than one occasion been interrupted by walkers not being aware of the situation they have put themselves in.</p>	
<p>Response</p> <p>Supplementary Guidance is a strategic document and its role is not to examine a variety of different land uses and their qualities. Such analysis</p>	

would be undertaken at the site level when woodland proposals are being considered. The value of golf courses is acknowledged in the LDP as part of the Clackmannanshire Green Network.

Responsible access under the Land Reform Act is not an issue for the Woodlands and Forestry SG. **No changes are therefore proposed.**

SG8\014	Muckhart Golf Club
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Summary

Looking at golf courses in general within the county. They are not mentioned at all in your document yet form an important aesthetic contribution to the land area surrounding the towns and villages. This varies from the almost hidden aspect of Alloa GC to the very visible Dollar GC. All have their importance both in term of forestry and wild life. These area also act as a natural green belt area containing the expansion of adjacent towns. In the case of Muckhart however we have no such substantial restricted boundaries.

Response

Supplementary Guidance is a strategic document and its purpose is not to examine the variety of different land uses and their qualities. The LDP green network includes golf courses as components that are important for community wellbeing in terms of landscape, biodiversity and recreation. **No changes are therefore proposed.**

SG8\015	Muckhart Golf Club
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Summary

In the case of Muckhart our main issues are three fold:-

1. Our financial situation is such that we must be given freedom to identify housing plots for sale so that the long term viability can be maintained. Failure on this will mean that the land would revert to agriculture land with lowered aesthetic and scenic value. A valuable tourist attraction would be lost. Apart from the immediate lose of employment it would also have a knock on effect to other businesses in the area. This would affect suppliers such as bakers, butchers, clothing suppliers etc. I would ask therefore that golf courses be singled out and given exemption from this document.

2, Your Supplementary Guide suggests that forestry is an economic business. This may be the case in large production forests but is far from the truth when dealing with small pockets of woodland. This we have learnt from our own experiences. Muckhart GC have already approached the Forestry Commission for a licence to fell trees but it became very clear that it was going to cost money rather than be an income generator and was therefore dropped. The County Park Ranger was consulted on this matter and he brought in other advisors but the conclusion by all was still that forestry at the level we are involved was uneconomic. Your document is therefore misleading in this area suggesting that forestry is economical. Your document therefore needs changing in this area.(See para 1.1, 2.1.1, etc) A qualification

to these statements is necessary and make it clear that small woodland forestry is not economic.

3. We are about to start to explore alternative use of our surplus land. Whatever we eventually decide to move forward on we must ensure that it gives a good financial return to the Club. Being situated in the countryside the options are limited however it is highly unlikely that forestry will be an option unless some financial help and or subsidy is available.

Response

1 - Not an issue for the Woodland and Forestry Supplementary Guidance, this is an issue which should be pursued through the Local Development Plan process. **No changes are therefore proposed.**

2 - Supplementary Guidance objective is to raise awareness of the wide range of issues that can be delivered through woodland creation and related forestry activities only one of which is timber production. **No changes are therefore proposed.**

3 - FCS provides grant aid for woodland creation. **No changes are therefore proposed.**

SG8\030

Friends of the Ochils

Summary

Para 4.3.18 For the Ochils (as elsewhere in Clackmannanshire) we regard access, leisure and recreation as being supremely important. It is important that any forestry, particularly any commercial planting in the Ochils does not damage access and recreational amenity. We would welcome a stronger emphasis on this issue in SG8, including an emphasis on the problems that deer fencing can create for access.

Response

Recreation and access are recognised in the Supplementary Guidance as important issues that forestry operations and woodland creation require to take into consideration and will be issues taken into account when the Council is responding to FCS woodland consultations and planning proposals which involve woodland. As the document is of a strategic nature it's role is not to examine detailed issues. **No changes are therefore proposed.**

Publicity and Consultation Statement

**Relating to the Public Consultation on
Supplementary Guidance 8 - Woodlands
and Forestry**

12th May 2016

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- Appendix 2 - Copy of press article**
- Appendix 3 - List of those groups targeted about SG8 - Woodlands and Forestry by mail or e-mail**

1. Introduction

- 1.1 In October 2015 Clackmannanshire Council commenced consultation on Proposed Supplementary Guidance on Woodlands and Forestry (SG8 - August 2015).
- 1.2 The Proposed Woodlands and Forestry SG gives a more local context to the 'Stirling & Clackmannanshire Forestry and Woodlands Strategy' (August 2014) and contains advice on the management of existing trees and woodland in development areas and explains their value in creating high-quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.
- 1.3 This Publicity and Consultation Statement outlines the steps taken by the Council to ensure adequate consultation measures have been taken by the Council during the preparation of this Guidance, as required by legislation. It identifies the publicity undertaken and how the Council has identified and informed those parties who may have a particular interest in the Guidance, as well as the communities, residents and businesses of Clackmannanshire.
- 1.4 The Statement summarises the comments received during the statutory consultation period, identifies any modifications sought to the Guidance and the Council's reasoned response to the representations. This will enable those who made comments to see how they have been considered by the Council and how the reasoning behind the Council's response.
- 1.5 Copies of the [full submitted representations](#) are available for inspection on the Council's website, or can be inspected at the Council offices at Kilncraigs, Greenside Street, Alloa, FK10 1EB, during normal office hours.

2. Publicity and Consultation Arrangements

- 2.1 The statutory requirements for publicity are set out in Section 22 of Planning etc. (Scotland) Act 2006. Publicity and consultation also accorded with Sections 135-145 of Circular 6/2013 – Development Planning. Publicity commenced in October 2015, with the formal consultation period running for 8 weeks between Friday 23rd October 2015 and Friday 18th December 2015. Advertisements were placed in local newspapers and the Council's own Development Services Bulletin which is distributed to Elected Members of the Council, Community Councils, local groups and organisations, newspapers, statutory consultees etc. A brief press release was also prepared and forwarded

to the Alloa Advertiser (appendix 1), however they chose not to run the article. Details of the publications and dates of adverts are given below, with the text of the adverts in appendix 2.

Publication	Publicity	Dates
Alloa Advertiser	Advertisement	28th October & 4th November
Development Services Bulletin	Article	30th October & 6th November

- 2.2 Letters and e-mails were also sent to 144 targeted groups (appendix 3), including statutory consultees, and organisations which were felt would have an interest in the content of the Guidance. These either included an electronic copy of the Guidance, or details of how to find it on the Council's website. The list of those directly targeted can be found at appendix 3.
- 2.3 Copies of the Proposed Supplementary Guidance document were made available for inspection at all Public Libraries throughout the Council area and at the Council offices at Kilncraigs, Alloa. The document and comments forms were also available to download from the Council Website along with contact details and the e-mail address to which comments could be submitted.
- 2.4 The Supplementary Guidance was promoted through the Council's website and included in the Council's online 'Consultation Database'. Opportunities to comment through the Council's website included an online representation form which could be filled in and e-mailed in electronically, sent by post or delivered in person. The Council also offered presentations to specific groups and meetings with Community Councils on request.

3. Analysis of Comments Received

- 3.1 Following the consultation period 43 comments (by 7 respondents) were submitted to the Council. These came from a range of organisations and interest groups (see Table 1 below).

Table 1: Parties who commented on the Proposed Supplementary Guidance

Respondent Category	No. of Respondents
Key Agencies	4
National Bodies	1
Local Groups and Companies	2
Companies and Consultants	0
Neighbouring Authorities	0

- 3.2 A summary of the representations and the Council's proposed response can be seen on the Council's website. The main areas commented on are summarised below.
- Two general comments on the general legibility and ease of understanding/interpretation of the document.
 - Four comments supporting the SG in general, or sections within it.
 - Five requests for technical/updating changes to references within the SG.
 - Four queries over the accuracy of the mapping within the SG and the omission of two recently planted areas.
 - Seven comments regarding the relationship of the SG to other plans policies and processes. These include clarification of the SGs role in development management decision making, its relationship to national policy, Scottish Government's Land Use Strategy and the Council's Biodiversity Action Plan, the general processes associated with forestry applications and the need for the SG in the first place.
 - Nine comments on the relationship between identified woodland areas and other designations, or the woodland designations in the SG itself.
 - Two comments regarding highlighting the potential requirement for Environmental impact Assessment or Habitat Regulations Assessment/Appropriate Assessment of potential woodland and forestry development.
 - Six comments, all from SEPA, regarding the relationship between woodlands and forestry and the water environment.
 - Four comments on the importance of leisure uses, three from Muckhart Golf Club.

Appendix 1 - Copy of Press Release (N.B. Forwarded to the Alloa Advertiser, however they chose not to publish the article)

Clackmannanshire Council have prepared two pieces of Proposed Supplementary Guidance to give further detail on Policies contained in the Adopted Local Development Plan (August 2015).

The Woodlands and Forestry Proposed Supplementary Guidance (SG8) contains advice on the management of existing trees and woodland in development areas and explains their value in creating high-quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.

The Domestic Developments Proposed Supplementary Guidance (SG10) is intended to allow those planning to alter or extend their house, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.

8 - Woodlands and Forestry and Supplementary Guidance 10 - Domestic Developments, which can be inspected between Friday 23rd October 2015 and Friday 18th December 2015, during normal opening hours at the following locations:

- Public libraries throughout Clackmannanshire (a full list is available via: www.clacksweb.org.uk/culture/brancheslibrary)
- Clackmannanshire Council office at Kilncraigs, Greenside Street, Alloa, FK10 1EB.
- The Plan can also be viewed online at www.clacksweb.org.uk.

Appendix 2 - Copy of notice placed in the Alloa Advertiser (28/10/15 & 04/11/15) and the Council's Services to Communities Bulletin (30/10/15 & 06/11/15)

**CLACKMANNANSHIRE COUNCIL LOCAL DEVELOPMENT PLAN
2015**

**NOTICE OF CONSULTATION ON SUPPLEMENTARY GUIDANCE:
SUPPLEMENTARY GUIDANCE 8 - WOODLANDS AND FORESTRY
SUPPLEMENTARY GUIDANCE 10 - DOMESTIC DEVELOPMENTS**

**TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 AS
AMENDED**

**TOWN AND COUNTRY PLANNING (DEVELOPMENT PLANNING)
(SCOTLAND) REGULATIONS 2008**

The Supplementary Guidance & Where to Read It

Clackmannanshire Council has prepared Proposed Supplementary Guidance 8 - Woodlands and Forestry and Supplementary Guidance 10 - Domestic Developments, which can be inspected between Friday 23rd October 2015 and Friday 18th December 2015, during normal opening hours at the following locations:

- Public libraries throughout Clackmannanshire (a full list is available via: www.clacksweb.org.uk/culture/brancheslibrary).
- Clackmannanshire Council office at Kilncraigs, Greenside Street, Alloa, FK10 1EB.
- The Plan can also be viewed online at www.clacksweb.org.uk.

Content & Purpose

The Woodlands and Forestry Proposed Supplementary Guidance (SG8) contains advice on the management of existing trees and woodland in development areas and explains their value in creating high-quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.

The Domestic Developments Proposed Supplementary Guidance (SG10) is intended to allow those planning to alter or extend their house, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.

Further Information

If you require further information on the Proposed Supplementary Guidance please telephone 01259 452643 and ask to speak to a

member of the Development Plans Team or e-mail devplan@clacks.gov.uk.

If you are a member of a community group who would like the Development Plans Team to come and discuss the Proposed Supplementary Guidance with your group, please contact us with details of when you would like to meet with us as soon as possible and we will endeavour to meet your request.

How & By When to Make Comment

If you wish to make any comments on the Proposed Supplementary Guidance, response forms are available at libraries, Kilncraigs and online at www.clacksweb.org.uk. Comments **must be received by 5pm on Friday 18th December 2015** via:

Post to: Julie Hamilton
Development Services Manager
Clackmannanshire Council
Services to Communities
Kilncraigs
Greenside Street
Alloa
FK10 1EB

E-mail to: devplan@clacks.gov.uk

Online at: www.clacksweb.org.uk

For more news, please visit: www.allooadvertiser.com

Council Noticeboard

Local Councillors

For details on how to contact your local Councillors or to find out about their surgery arrangements please telephone 01259 452005 or email customerservice@clacks.gov.uk. Alternatively please contact your nearest Council Office or visit us on-line at www.clacksweb.org.uk

Mansfield Avenue, Sauchie

Public consultation of proposed traffic calming by road humps (speed table)

Clackmannanshire Council propose the introduction of 1 no. speed table to the stretch of 43 Mansfield Avenue, Sauchie. This is proposed under the Roads (Scotland) Act 1984, Sections 36 to 40 and The Road Humps (Scotland) Regulations 1998. For further information please contact Carlyn Fyfe, Roads & Transportation, Kilmoragie, Greenside Street, Alloa, FK10 1EB by Friday 13th November 2015.

(Ochil Street, Tullibody) (Temporary Closure) Order 2015

The Council has made 'The Clackmannanshire Council (Ochil Street, Tullibody) (Temporary Closure) Order 2015', under the Road Traffic Regulation Act 1984 (as amended) on 27th October 2015, to close to vehicles at Ochil Street, Tullibody from its junction with Glenview Nursery northwards for a distance of 100 metres or thereby. (No Alternative Route). The order runs from 0900 hours on Monday 9th November 2015 until 1600 hours on Friday 20th November 2015 as work completion and is necessary for footway upgrades. The road closure will only be in operation Monday to Friday from 0900 hours to 1600 hours, on days those times the road will be open to vehicular traffic. The footway will be closed at all times during the works. Access to the car parks will be maintained at all times.

Full details of all Roads Notices are available on www.clacksweb.org.uk or may be examined at Clackmannanshire Council's Offices, Kilmoragie, Alloa, FK10 1EB, and any Council Office/Library, during normal office hours.

Planning Applications

Notice of Applications published under Regulation 20(1) of the Town and Country Planning (Development Management Procedure)(Scotland) Regulations 2008

You can see the Planning Register with details of all planning applications on the Council's website www.clacksweb.org.uk/ep/planing/ or at the Council Offices, Kilmoragie, Greenside Street, Alloa FK10 1EB from 9.00 a.m. to 5.00 p.m. Monday - Friday (except Bank Holidays). The applications listed below are likely to be of a public interest for the reasons given.

If you want the Council to take note of your views on any application you can comment online at the address above. Alternatively, please put them in writing and send them to the Council's Development Services, within 14 days; or e-mail planning@clacks.gov.uk. Warning: When you make a comment, your details will be published on the website with your comment. If you do not wish your views to be published on the website, please contact the Council's website. If you need any advice, please contact the Council's website, Greenside Street, Alloa.

Clackmannanshire Council Local Development Plan 2015

Notice of Consultation on Supplementary Guidance Supplementary Guidance 8 - Woodlands and Forestry Supplementary Guidance 10 - Domestic Developments

Town and Country Planning (Scotland) Act 1997 as amended

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

The Supplementary Guidance & Where to Read It

Clackmannanshire Council has prepared Proposed Supplementary Guidance 8 - Woodlands and Forestry and Supplementary Guidance 10 - Domestic Developments, which can be inspected between Friday 23rd October 2015 and Friday 18th December 2015, during normal opening hours at the following locations:

- Public libraries throughout Clackmannanshire (a full list is available via: www.clacksweb.org.uk/culture/branches/library/).
- Clackmannanshire Council office at Kilmoragie, Greenside Street, Alloa, FK10 1EB.
- The Plan can also be viewed online at www.clacksweb.org.uk.

Content & Purpose

The Woodlands and Forestry Proposed Supplementary Guidance (SG8) contains advice on the management of existing trees and woodland in development areas and explains their value in creating high quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.

The Domestic Developments Proposed Supplementary Guidance (SG10) is intended to allow those planning to alter or extend their house, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.

Further Information

If you require further information on the Proposed Supplementary Guidance please telephone 01259 452643 and ask to speak to a member of the Development Plans Team or e-mail devplan@clacks.gov.uk.

If you are a member of a community group who would like the Development Plans Team to come and discuss the Proposed Supplementary Guidance with your group, please contact us with details of when you would like to meet with us as soon as possible and we will endeavour to meet your request.

Have & By When to Make Comment

If you wish to make any comments on the Proposed Supplementary Guidance, response forms are available at libraries, Kilmoragie and online at www.clacksweb.org.uk. Comments must be received by 5pm on Friday 18th December 2015 via:

Post to: Julie Hamilton, Development Services Manager, Clackmannanshire Council, Services to Communities, Kilmoragie, Greenside Street, Alloa FK10 1EB. E-mail to: devplan@clacks.gov.uk. Online at: www.clacksweb.org.uk.

As part of the preparation of these pieces of Proposed Guidance, the Council had to consider whether or not they would require to be subject to a Strategic Environmental Assessment (SEA). The Council screened each piece of proposed guidance to consider whether either would have significant environmental effects. The conclusion of the screening was that there would be no significant environmental effects and therefore no SEA would be required.

The Screening Reports were sent to the consultation authorities, Historic Scotland, Scottish Environment Protection Agency and Scottish Natural Heritage, who all agreed that the Proposed Supplementary Guidance would have no significant environmental effects. Please see the Screening Determination below.

Environmental Assessment (Scotland) Act 2006: SEA screening determinations for Proposed Supplementary Guidance 8 - Woodlands and Forestry and Proposed Supplementary Guidance 10 - Domestic Developments

We reviewed the strategic environmental assessment Screening Reports for the above Supplementary Guidance documents, and the responses received from the consultation Authorities, and determine under Section 3(1) of the Environmental Assessment (Scotland) Act, that both of the pieces of Proposed Supplementary Guidance are not subject to strategic environmental assessment.

Determination is that neither of the pieces of Proposed Supplementary Guidance have significant environmental impacts, having regard to both the nature, scale, and the characteristics of their effects and of the area likely to be affected. The details of the screening reports which can be viewed at www.clacksweb.org.uk.

The Supplementary Guidance documents relate to have been published as part of the Local Development Plan SEA.

Poster puts points over



Alan Faulds presenting a backpack to Gemma Finch

A CLACKMANNANSHIRE school pupil has designed a poster to help local fire stations raise awareness of bonfire and firework safety. Gemma Finch, aged 11, won a competition organised by the fire service seeking an eye-catching design to get the message across. The P7 pupil at Sunnyside Primary impressed with her colourful design outlining safety tips for Bonfire Night and won a backpack full of goodies for her efforts. Alan Faulds, local area liaison officer, community fire safety department, Scottish Fire and Rescue Service, said: "We run a competition every year round about Bonfire Night to encourage young people in the area to draw or make up a poster showing the dangers of bonfires and fireworks. We've been running it the last couple of years. "We alternate between Stirling and Clackmannanshire." By engaging with schools within the community, it also allows the fire service to demonstrate to youngsters

the risks surrounding bonfire night. Mr Faulds added: "Historically we've found that primary seven and above tend to be the age group for setting off fireworks and being burned at bonfires, so we target that group quite heavily. "I think by getting this group involved, it gives them the thought process of danger and if they know it's dangerous, they won't do it. "We follow that up by firework talks at the school and we do bonfire talks at all the schools to re-emphasise that message. "We've found in the last few years that incidents of people getting hurt have dropped to almost zero - in fact it was zero last year, which is great. "So we're not getting anybody hurt in this age group which is fantastic and that's what we're trying to do." For advice on how to stay safe on Bonfire Night and the Scottish Fire and Rescue Service website www.fireScotland.gov.uk

Consider your child's hearing

CLACKMANNANSHIRE parents are being encouraged to protect their children's hearing this firework season. Charity Action on Hearing Loss is raising awareness ahead of bonfire night - while external injuries to the hands and face are the health risks traditionally associated with fireworks, hearing loss can also pose a threat. According to the charity's research, noise over 80-85 dB can be dangerous to a person's hearing and fireworks measure between 100-150 dB - as loud as an aeroplane taking off a few hundred metres away. Louise Hart, senior audiologist at the charity, said simple measures like children's ear defenders or

earplugs can reduce the risks. She explained: "When an individual suffers hearing loss the hair cells in their cochlear will have become damaged, meaning they are no longer able to move correctly to sound. "Unfortunately, sometimes this is uncontrollable but in other circumstances hearing loss can be prevented. "Fireworks night is a very popular time for families, and no one wants to spoil the fun by worrying too much, but there are simple ways of protecting our hearing and avoid long term damage." For more information and to potentially buy an ear defender, visit actiononhearingloss.org.uk.

SPORTS

Under 5's call free 01259 722099

Under 5's call free 01259 722099

Under 5's call free 01259 722099

To find out more contact Duane Marshall Alloa FK10 1EB

If you are already registered apply on-line

You can also find out details of the Facebook page at www.facebook.com/clacksweb

The closing date and time for these properties is Monday 9th November 2015 at 12 noon.

Please remember that the available properties may still be occupied. Please do not visit them unless invited to do so.

Agency: Social Work - 01794 470350

A ward of £7k to fund print work



The cheque hand over

RESONATE Arts House in Alloa has received a £7,000 award from the Coalfields Regeneration Trust's Coalfields Community Investment programme to help pay for someone to run their print and design business. Resonate runs a multi-faceted arts and crafts facility in Alloa, offering a wide range of opportunities and activities to service users of all ages and abilities. As well as crafts classes the group operates personal development sessions on assertiveness, creativity, relaxation and self-esteem. Their programmes include a business start-up club run in conjunction with the business and economic unit of Clackmannanshire Council. Resonate also runs a printing and design service, serving local clients and Signpost, CVS Falkirk and CEIS Glasgow. A print worker is required to take on the full-time running of the business

as well as delivering printing workshops and teaching volunteers printing skills. Angela Boardley of Resonate said: "We are extremely grateful to the Coalfields Regeneration Trust for their support in filling this post. "The print work income helps us fund a lot of our services, where we use the medium of art to help people 'find themselves', gain confidence and in many cases move onto new jobs, careers or further education." Bob Young, Scottish trustee of the Coalfields Regeneration Trust, said: "Resonate is a highly effective organisation, providing a wide range of services and support to the local community, as well as adding to the area's cultural development by hosting international seminars with world-leading speakers". "We are happy to fund them because their work puts them at the heart of the local community and meets many of our objectives."

Chance to view wedding venue

MEET the team on Sunday, November 1 from 12.30 to 4pm to find out why Inglewood House could be the perfect wedding venue for you. There is free entry, free parking plus a range of fantastic local suppliers and experts exhibiting. There will be opportunity to view their fabulous new ballroom and they will be providing tours of the luxurious suites throughout the day. The team will also be happy to take you through their affordable wedding packages and special offers available on the day. Inglewood House is the perfect venue for a fairytale wedding in Scotland. Wedding ceremonies and receptions

can be held in the stunning Inglebrook Room, Grand Hall, Ballroom, Forrester's Restaurant and the beautifully restored conservatory. The extensive landscaped grounds and duck pond also provide a picturesque setting for photographs of your special day. The new wing, which is designed specifically for weddings, includes the fabulous new ballroom, a private bar, lounge, bridal changing room and toilet facilities. It even has its own entrance enabling your wedding to be truly exclusive. For more information or to make a booking contact Inglewood on 01259 216156, 07721 049561 or email info@inglewoodhousesandspa.co.uk.

For more news, please visit: www.alloaadvertiser.com

Council Noticeboard

Local Councillors

For details on how to contact your local Councillors or to find out about their surgery arrangements please telephone 01259 452003 or email counsellorservices@clacks.gov.uk. Alternatively please contact your nearest Council Office or visit us on-line at www.clackscarb.org.uk

(Main Street, Clackmannan) (Temporary Closure) Order 2015

The Council has made "The Clackmannanshire Council (Main Street, Clackmannan) (Temporary Closure) Order 2015, under the Road Traffic Regulation Act 1984 (as amended) on 19th October 2015 to close to vehicles at Main Street, Clackmannan, from its junction with Kirk Wynd to its junction with Castle Street, a distance of 200 metres or thereby. (Alternative Route: Via Cattlemarket, Alloa Road, Kirk Wynd and vice versa). The order runs from 1730 hours until 1930 hours on 29th November 2015 and is necessary for the Christmas Light Switch-On.

Full details on all Roads Notices are available on www.clackscarb.org.uk or may be obtained at Clackmannanshire Council's Offices, Kilncraigs, Alloa, FK10 1EB, and any Council Office Library during normal office hours.

Planning Applications

Notice of Applications published under Regulation 20(1) of the Town and Country Planning (Development Management Procedure)(Scotland) Regulations 2008

You can see the Planning Register with details of all planning applications on the Council's website www.clackscarb.org.uk/eplanning/ or at the Council Offices, Kilncraigs, Greenside Street, Alloa FK10 1EB from 9.00 a.m. to 5.00 p.m. Monday - Friday (except Bank Holidays). The applications listed below are likely to be of a public interest for the reasons given.

If you want the Council to take note of your views on any application you can comment online at the address above. Alternatively, please put them in writing and send them to the Council's Development Services, within 14 days, or e-mail planning@clacks.gov.uk. **Warning: When you make a comment, your details will also be published on the website with your comment. Do not give your email or telephone number if you do not wish these to appear on the website.** Your views will be held on file and published on the Council's website. You will be notified of the Council's decision. If you need any advice, please contact the Council at Kilncraigs, Greenside Street, Alloa FK10 1EB Tel: 01259 450000.

Development	Reason for Advertising
Installation of a 4.99 MW Solar Farm and associated infrastructure at Balheary, Coalbainnigh, Clackmannanshire Ref: 15/00188/FULL	Neighbour Notification
Installation of roof light on rear extension to house (retrospective) at 2 Stalker Avenue, Tillicoultry, Clackmannanshire Ref: 15/00235/FULL	Development in a Conservation Area
Installation of air conditioning condensers to rear of shop and alterations to internal fit out at 55 Bridge Street, Dollar, Clackmannanshire Ref: 15/00239/FULL	Development in a Conservation Area
Installation of air conditioning condensers to rear of shop and alterations to internal fit out at 55 Bridge Street, Dollar, Clackmannanshire Ref: 15/00240/LIST	Listed Building Consent
Demolition and erection of replacement garage and erection of satellite pole and dish in rear garden to house at 16 Mylne Avenue, Dollar, Clackmannanshire Ref: 15/00241/FULL	Development in a Conservation Area

Public notices across Scotland can now be viewed on the telline website.

www.tellinescotland.gov.uk/notices

Contact Numbers: General Enquiries: 01259 450000 Housing HelpLine: 0845 055 7070 Emergency Social Work: 01786 470500

Clackmannanshire Council Local Development Plan 2015

Notice of Consultation on Supplementary Guidance Supplementary Guidance 8 - Woodlands and Forestry Supplementary Guidance 10 - Domestic Developments

Town and Country Planning (Scotland) Act 1997 as amended

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

The Supplementary Guidance & Where to Read It

Clackmannanshire Council has prepared Proposed Supplementary Guidance 8 - Woodlands and Forestry and Supplementary Guidance 10 - Domestic Developments, which can be inspected between Friday 23rd October 2015 and Friday 18th December 2015, during normal opening hours at the following locations:

- Public libraries throughout Clackmannanshire (a full list is available via: www.clackscarb.org.uk/culture/brancheslibrary).
- Clackmannanshire Council office at Kilncraigs, Greenside Street, Alloa, FK10 1EB.
- The Plan can also be viewed online at www.clackscarb.org.uk.

Content & Purpose

The Woodlands and Forestry Proposed Supplementary Guidance (SG8) contains advice on the management of existing trees and woodland in development areas and explains their value in creating high-quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.

The Domestic Developments Proposed Supplementary Guidance (SG10) is intended to allow those planning to alter or extend their homes, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.

Further Information

If you require further information on the Proposed Supplementary Guidance please telephone 01259 452643 and ask to speak to a member of the Development Plans Team or e-mail devplan@clacks.gov.uk.

If you are a member of a community group who would like the Development Plans Team to come and discuss the Proposed Supplementary Guidance with your group, please contact us with details of when you would like to meet with us as soon as possible and we will endeavour to meet your request.

How & By When to Make Comment

If you wish to make any comments on the Proposed Supplementary Guidance, response forms are available at libraries, Kilncraigs and online at www.clackscarb.org.uk. Comments must be received by 5pm on Friday 18th December 2015 via:

Post to: Julie Hamilton, Development Services Manager Clackmannanshire Council, Services to Communities, Kilncraigs, Greenside Street, Alloa FK10 1EB
E-mail to: devplan@clacks.gov.uk Online at: www.clackscarb.org.uk

As part of the preparation of these pieces of Proposed Guidance, the Council had to consider whether or not they would require to be subject to a Strategic Environmental Assessment (SEA). The Council screened each piece of proposed guidance to consider whether either would have significant environmental effects. The conclusion of the screening was that there would be no significant environmental effects and therefore no SEA would be required.

The Screening Reports were sent to the consultation authorities, Historic Scotland, Scottish Environment Protection Agency and Scottish Natural Heritage, who all agreed that the Proposed Supplementary Guidance would have no significant environmental effects. Please see the Screening Determination below.

Environmental Assessment (Scotland) Act 2005:

SEA screening determinations for Proposed Supplementary Guidance 8 - Woodlands and Forestry and Proposed Supplementary Guidance 10 - Domestic Developments

I have reviewed the strategic environmental assessment Screening Reports for the above Proposed Supplementary Guidance documents, and the responses received from the Statutory Consultation Authorities, and determine under Section 8(1) of the Environmental Assessment (Scotland) Act, that both of the pieces of Proposed Supplementary Guidance are exempt from the requirement for strategic environmental assessment.

The reason for this determination is that neither of the pieces of Proposed Supplementary Guidance are likely to have significant environmental impacts, having regard to both the characteristics of the Guidance, and the characteristics of their effects and of the area likely to be affected. Further detail can be found in the screening reports which can be viewed at the council offices at Kilncraigs, Alloa.

The policies to which both Proposed Supplementary Guidance documents relate to have been assessed as part of the Clackmannanshire Local Development Plan SEA.

Gwyneth Finlay, Principal Planner

Appendix 3 - Letter and List of those groups targeted about SG8 - Woodlands and Forestry by mail or e-mail (144 total)



Services to Communities
Kilncraigs, Greenside Street, Alloa FK10 1EB
Telephone: 01259 450000 Fax: 01259 727451

Clackmannanshire Council
www.clacksweb.org.uk

Interested Parties

Contact: Graeme Finlay
Direct Tel: 01259 452643
Email: devplan@clacks.gov.uk
Our Ref: SG8/Interested parties
Your Ref:
Date: 22nd October 2015

Dear Sir/Madam

Clackmannanshire Council - Proposed Supplementary Guidance 8 - Woodlands and Forestry

Clackmannanshire Council has prepared Proposed Supplementary Guidance 8 - Woodlands and Forestry and are consulting on the document between Friday 23rd October and Friday 18th December 2015.

The Proposed Guidance can be viewed online from 23rd October, (at <http://www.clacksweb.org.uk/property/developmentplanupdate/#supp>), at public libraries throughout Clackmannanshire and at the Clackmannanshire Council offices at Kilncraigs, Greenside Street, Alloa, FK10 1EB.

The Proposed Supplementary Guidance contains advice on the management of existing trees and woodland in development areas and explains their value in creating high-quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.

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If you are a member of a community group who would like the Development Plans Team to come and discuss the Proposed Supplementary Guidance with your group, please contact us with details of when you would like to meet with us as soon as possible and we will endeavour to meet your request.

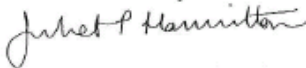
If you wish to make any comments on the Proposed Supplementary Guidance, response forms are available at libraries, Kilncraigs and online at www.clacksweb.org.uk. Comments **must be received by 5pm on Friday 18th December 2015** via:

Post to: Julie Hamilton
 Development Services Manager
 Clackmannanshire Council
 Services to Communities
 Kilncraigs
 Greenside Street
 Alloa
 FK10 1EB

E-mail to: devplan@clacks.gov.uk

Online at: www.clacksweb.org.uk

Yours sincerely



Julie Hamilton
 Development Services Manager
DEVELOPMENT & ENVIRONMENT SERVICES

Group	Type
Alloa Community Council	Key Agency
Alva Community Council	Key Agency
Clackmannan Community Council	Key Agency
Dollar Community Council	Key Agency
Menstrie Community Council	Key Agency
Muckhart Community Council	Key Agency
Sauchie and Fishcross Community Council	Key Agency
Tullibody, Cambus & Glenochil Community Council	Key Agency
Tillicoultry Community Council	Key Agency
Sauchie Community Group	Key Agency
Scottish Enterprise Forth Valley	Key Agency
Scottish Government (x3 departments)	Key Agency
Scottish Natural Heritage (x2 departments)	Key Agency
Scottish Water	Key Agency
SEPA (x4 departments)	Key Agency
Historic Scotland	Key Agency
NHS Forth Valley	Key Agency
Forestry Commission (x3 departments)	Key Agency
Clackmannanshire Councillors (x18)	Key Agency
Association for the Protection of Rural Scotland	National Body
British Horse Society (x2 departments)	National Body
British Wind Energy Association	National Body
Central Scotland Green Network	National Body
Confederation Of UK Coal Producers (COALPRO)	National Body
Fieldfare	National Body
Forestry Authority	National Body
National Farmers Union	National Body
National Trust For Scotland	National Body
Paths For All	National Body

Ramblers Association	National Body
RSPB	National Body
Scottish Rural Property and Business Association	National Body
Scottish Wildlife Trust (x3 departments)	National Body
Scotways	National Body
Sportscotland (Facilities Development)	National Body
Sustrans	National Body
The Coal Authority	National Body
Visit Scotland	National Body
Woodland Trust (x2 departments)	National Body
Alva Golf Club	Local Group/Company
Braehead Golf Club	Local Group/Company
Clackmannanshire Field Studies Society	Local Group/Company
Clackmannanshire Heritage Trust	Local Group/Company
Clackmannanshire Riders Access Group	Local Group/Company
Community Woodlands Association	Local Group/Company
Devon Angling Association	Local Group/Company
Diageo	Local Group/Company
Dollar Civic Trust	Local Group/Company
Dollar Golf Club	Local Group/Company
Friends of the Ochils (x3 contacts)	Local Group/Company
Gartmorn Dam Community Woodland	Local Group/Company
Muckhart and Glendevon Amenity Society	Local Group/Company
Muckhart Golf Club	Local Group/Company
Schawpark Golf Club	Local Group/Company
The Clackmannan Society	Local Group/Company
The Clackmannanshire Access Forum	Local Group/Company
The Clackmannanshire Biodiversity Partnership	Local Group/Company
Tillicoultry Golf Club	Local Group/Company
Tillicoultry Quarries	Local Group/Company
Sir Robert Stewart	Local Group/Company
Enid Trevett	Local Group/Company
Jamie Mar	Local Group/Company
Andrew McCafferty Associates	Company/Consultant
Bracewell-Stirling Architects	Company/Consultant
Colliers CRE	Company/Consultant
Derek Scott Planning	Company/Consultant
DPP	Company/Consultant
Dundas and Wilson	Company/Consultant
Geddes Consulting	Company/Consultant
GL Hearn	Company/Consultant
Gladedale	Company/Consultant
GVA Grimley	Company/Consultant
Halcrow Group	Company/Consultant
Halliday Fraser Munro	Company/Consultant
Hargest & Wallace Planning Ltd	Company/Consultant
Harper Macleod	Company/Consultant
Indigo Planning Limited	Company/Consultant

James Barr	Company/Consultant
Jones Lang Lasalle	Company/Consultant
Keppie Planning	Company/Consultant
Machin Associates	Company/Consultant
Maclay Murray Spens	Company/Consultant
Mono Consultants	Company/Consultant
Montagu Evans	Company/Consultant
Ogilvie Homes	Company/Consultant
Pittencrieff LLP	Company/Consultant
PPCA	Company/Consultant
R T Hutton, Planning Consultant	Company/Consultant
Ristol Ltd	Company/Consultant
Robinson Associates	Company/Consultant
RPS Consultants	Company/Consultant
Rydens	Company/Consultant
Savills (L&P) Limited	Company/Consultant
Scottish Resources Group	Company/Consultant
SMC Jenkins and Marr	Company/Consultant
Stolitsa Properties	Company/Consultant
TPS Planning Ltd	Company/Consultant
Turley Associates	Company/Consultant
Walker Group	Company/Consultant
West Coast Energy	Company/Consultant
Ken Russell	Company/Consultant
Fairhurst	Company/Consultant
WYG	Company/Consultant
Dev Plan	Company/Consultant
CH2M HILL	Company/Consultant
DTZ	Company/Consultant
Graham + Sibbald	Company/Consultant
Falkirk Council	Neighbouring Authority
Fife Council	Neighbouring Authority
Perth and Kinross Council	Neighbouring Authority
SESplan	Neighbouring Authority
Stirling Council	Neighbouring Authority
TAYplan	Neighbouring Authority

APPENDIX 3 - STATEMENT OF PUBLICITY FOR THE 'DOMESTIC DEVELOPMENTS' SG FOR SUBMISSION TO SCOTTISH MINISTERS

Publicity and Consultation Statement

**Relating to the Public Consultation on
Supplementary Guidance 10 - Domestic
Developments**

12th May 2016

Contents

- 1. Introduction**
 - 2. Publicity and Consultation Arrangements**
 - 3. Analysis of Comments Received**
- Appendix 1 - Copy of notice placed in the Alloa Advertiser and the Council's Services to Communities Bulletin**
- Appendix 2 - Copy of press article**
- Appendix 3 - List of those groups targeted about SG10 - Domestic Developments by mail or e-mail**

1. Introduction

- 1.1 In October 2015 Clackmannanshire Council commenced consultation on Proposed Supplementary Guidance on Domestic Developments (SG10 - August 2015).
- 1.2 The Proposed Domestic Developments SG is intended to allow those planning to alter or extend their house, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.
- 1.3 This Publicity and Consultation Statement outlines the steps taken by the Council to ensure adequate consultation measures have been taken by the Council during the preparation of this Guidance, as required by legislation. It identifies the publicity undertaken and how the Council has identified and informed those parties who may have a particular interest in the Guidance, as well as the communities, residents and businesses of Clackmannanshire.
- 1.4 The Statement summarises the comments received during the statutory consultation period, identifies any modifications sought to the Guidance and the Council's reasoned response to the representations. This will enable those who made comments to see how they have been considered by the Council and how the reasoning behind the Council's response.
- 1.5 Copies of the [full submitted representations](#) are available for inspection on the Council's website, or can be inspected at the Council offices at Kilncraigs, Greenside Street, Alloa, FK10 1EB, during normal office hours.

2. Publicity and Consultation Arrangements

- 2.1 The statutory requirements for publicity are set out in Section 22 of Planning etc. (Scotland) Act 2006. Publicity and consultation also accorded with Sections 135-145 of Circular 6/2013 – Development Planning. Publicity commenced in October 2015, with the formal consultation period running for 8 weeks between Friday 23rd October 2015 and Friday 18th December 2015. Advertisements were placed in local newspapers and the Council's own Development Services Bulletin which is distributed to Elected Members of the Council, Community Councils, local groups and organisations, newspapers, statutory consultees etc. A brief press release was also prepared and forwarded to the Alloa Advertiser (appendix 1), however they chose not to run the article. Details of the publications and dates of adverts are given below, with the text of the adverts in appendix 2.

Publication	Publicity	Dates
Alloa Advertiser	Advertisement	28th October & 4th November
Development Services Bulletin	Article	30th October & 6th November

- 2.2 Letters and e-mails were also sent to 72 targeted groups (see appendix 3), including statutory consultees, and organisations which were felt would have an interest in the content of the Guidance. These either included an electronic copy of the Guidance, or details of how to find it on the Council's website. The list of those directly targeted can be found at appendix 3.
- 2.3 Copies of the Proposed Supplementary Guidance document were made available for inspection at all Public Libraries throughout the Council area and at the Council offices at Kilncraigs, Alloa. The document and comments forms were also available to download from the Council Website along with contact details and the e-mail address to which comments could be submitted.
- 2.4 The Supplementary Guidance was promoted through the Council's website and included in the Council's online 'Consultation Database'. Opportunities to comment through the Council's website included an online representation form which could be filled in and e-mailed in electronically, sent by post or delivered in person. The Council also offered presentations to specific groups and meetings with Community Councils on request.

3. Analysis of Comments Received

- 3.1 Despite the publicity measures described above, at the end of the consultation period no comments had been received by the Council.

Appendix 1 - Copy of Press Release (N.B. Forwarded to the Alloa Advertiser, however they chose not to publish the article)

Clackmannanshire Council have prepared two pieces of Proposed Supplementary Guidance to give further detail on Policies contained in the Adopted Local Development Plan (August 2015).

The Woodlands and Forestry Proposed Supplementary Guidance (SG8) contains advice on the management of existing trees and woodland in development areas and explains their value in creating high-quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.

The Domestic Developments Proposed Supplementary Guidance (SG10) is intended to allow those planning to alter or extend their house, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.

8 - Woodlands and Forestry and Supplementary Guidance 10 - Domestic Developments, which can be inspected between Friday 23rd October 2015 and Friday 18th December 2015, during normal opening hours at the following locations:

- Public libraries throughout Clackmannanshire (a full list is available via: www.clacksweb.org.uk/culture/brancheslibrary)
- Clackmannanshire Council office at Kilncraigs, Greenside Street, Alloa, FK10 1EB.
- The Plan can also be viewed online at www.clacksweb.org.uk.

Appendix 2 - Copy of notice placed in the Alloa Advertiser (28/10/15 & 04/11/15) and the Council's Services to Communities Bulletin (30/10/15 & 06/11/15)

**CLACKMANNANSHIRE COUNCIL LOCAL DEVELOPMENT PLAN
2015**

**NOTICE OF CONSULTATION ON SUPPLEMENTARY GUIDANCE:
SUPPLEMENTARY GUIDANCE 8 - WOODLANDS AND FORESTRY
SUPPLEMENTARY GUIDANCE 10 - DOMESTIC DEVELOPMENTS**

**TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997 AS
AMENDED**

**TOWN AND COUNTRY PLANNING (DEVELOPMENT PLANNING)
(SCOTLAND) REGULATIONS 2008**

The Supplementary Guidance & Where to Read It

Clackmannanshire Council has prepared Proposed Supplementary Guidance 8 - Woodlands and Forestry and Supplementary Guidance 10 - Domestic Developments, which can be inspected between Friday 23rd October 2015 and Friday 18th December 2015, during normal opening hours at the following locations:

- Public libraries throughout Clackmannanshire (a full list is available via: www.clacksweb.org.uk/culture/brancheslibrary).
- Clackmannanshire Council office at Kilncraigs, Greenside Street, Alloa, FK10 1EB.
- The Plan can also be viewed online at www.clacksweb.org.uk.

Content & Purpose

The Woodlands and Forestry Proposed Supplementary Guidance (SG8) contains advice on the management of existing trees and woodland in development areas and explains their value in creating high-quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.

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Further Information

If you require further information on the Proposed Supplementary Guidance please telephone 01259 452643 and ask to speak to a member of the Development Plans Team or e-mail devplan@clacks.gov.uk.

If you are a member of a community group who would like the Development Plans Team to come and discuss the Proposed Supplementary Guidance with your group, please contact us with details of when you would like to meet with us as soon as possible and we will endeavour to meet your request.

How & By When to Make Comment

If you wish to make any comments on the Proposed Supplementary Guidance, response forms are available at libraries, Kilncraigs and online at www.clacksweb.org.uk. Comments **must be received by 5pm on Friday 18th December 2015** via:

Post to: Julie Hamilton
Development Services Manager
Clackmannanshire Council
Services to Communities
Kilncraigs
Greenside Street
Alloa
FK10 1EB

E-mail to: devplan@clacks.gov.uk

Online at: www.clacksweb.org.uk

For more news, please visit: www.alloaadvertiser.com

Council Noticeboard

Local Councillors

For details on how to contact your local Councillors or to find out about their surgery arrangements please telephone 01259 452005 or email customerservice@clacks.gov.uk. Alternatively please contact your nearest Council Office or visit us on-line at www.clacksweb.org.uk.

Mansfield Avenue, Sauchie

Public consultation of proposed traffic calming by road humps (speed table)

Clackmannanshire Council propose the introduction of 1 m/s speed table in the vicinity of 43 Mansfield Avenue, Sauchie.

This is proposed under the Roads (Scotland) Act 1984, Sections 36 to 40 and The Road Humps (Scotland) Regulations 1998.

For further information please contact Carlyn Fraser, Roads & Transportation, Kilncregs, Greenisle Street, Alloa, FK10 1EB by Friday 13th November 2015.

(Ochil Street, Tullibody) (Temporary Closure) Order 2015

The Council has made "The Clackmannanshire Council (Ochil Street, Tullibody) (Temporary Closure) Order 2015", under the Road Traffic Regulation Act 1984 (as amended) on 27th October 2015, to close to vehicles at Ochil Street, Tullibody from its junction with Glenisland Nursery grounds for a distance of 100 metres or thereby. (No Alternative Route). The order runs from 0800 hours on Monday 9th November 2015 until 1600 hours on Friday 20th November 2015 as work completion and is necessary for footway upgrades. The road closure will only be in operation Monday to Friday from 0800 hours to 1600 hours, outside these times the road will be open to vehicular traffic. The footway will be closed at all times during the works. Access to the car park will be maintained at all times.

Full details of all Road Notices are available on www.clacksweb.org.uk or may be examined at Clackmannanshire Council Offices, Kilncregs, Alloa, FK10 1EB, and any Council Office/Library during normal office hours.

Planning Applications

Notice of Applications published under Regulation 20(1) of the Town and Country Planning (Development Management Procedure)(Scotland) Regulations 2008

You can see the Planning Register with details of all planning applications on the Council's website www.clacksweb.org.uk/eplanning/ or at the Council Offices, Kilncregs, Greenisle Street, Alloa FK10 1EB from 9:00 a.m. to 5:00 p.m. Monday - Friday (except Bank Holidays). The applications listed below are likely to be of a public interest for the reasons given.

If you want the Council to take note of your views on any application you can comment online at the address above. Alternatively, please put them in writing and send them to the Council's Development Services, within 14 days; or e-mail planning@clacks.gov.uk. **Warning:** When you make a comment, your details will be published on the website with your comment. If you do not wish your views to be published on the website, you will be asked to provide advice, if possible.

Clackmannanshire Council Local Development Plan 2015

Notice of Consultation on Supplementary Guidance Supplementary Guidance 8 - Woodlands and Forestry Supplementary Guidance 10 - Domestic Developments

Town and Country Planning (Scotland) Act 1997 as amended

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

The Supplementary Guidance & Where to Read It

Clackmannanshire Council has prepared Proposed Supplementary Guidance 8 - Woodlands and Forestry and Supplementary Guidance 10 - Domestic Developments, which can be inspected between Friday 23rd October 2015 and Friday 18th December 2015, during normal opening hours at the following locations:

- Public libraries throughout Clackmannanshire (a full list is available via: www.clacksweb.org.uk/culture/branches/library/).
- Clackmannanshire Council office at Kilncregs, Greenisle Street, Alloa, FK10 1EB.
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Content & Purpose

The Woodlands and Forestry Proposed Supplementary Guidance (SG8) contains advice on the management of existing trees and woodland in development areas and explains their value in creating high quality new places. It explains the value of introducing new trees and woodlands and provides advice on the range of benefits trees and woodland can provide including addressing climate change, enhancing the water environment, providing habitat and supporting biodiversity, and creating recreational opportunities. Woodland can also offer economic benefits both in terms of the timber industry and tourism.

The Domestic Developments Proposed Supplementary Guidance (SG10) is intended to allow those planning to alter or extend their house, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.

Further Information

If you require further information on the Proposed Supplementary Guidance please telephone 01259 452643 and ask to speak to a member of the Development Plans Team or e-mail devplan@clacks.gov.uk.

If you are a member of a community group who would like the Development Plans Team to come and discuss the Proposed Supplementary Guidance with your group, please contact us with details of when you would like to meet with us as soon as possible and we will endeavour to meet your request.

How & By When to Make Comment

If you wish to make any comments on the Proposed Supplementary Guidance, response forms are available at libraries, Kilncregs and online at www.clacksweb.org.uk. Comments must be received by 5pm on Friday 18th December 2015 via:

Post to: Julie Hamilton, Development Services Manager
Clackmannanshire Council, Services to Communities, Kilncregs, Greenisle Street, Alloa FK10 1EB
E-mail to: devplan@clacks.gov.uk Online at: www.clacksweb.org.uk

As part of the preparation of these pieces of Proposed Guidance, the Council had to consider whether or not they would require to be subject to a Strategic Environmental Assessment (SEA). The Council screened each piece of proposed guidance to consider whether either would have significant environmental effects. The conclusion of the screening was that there would be no significant environmental effects and therefore no SEA would be required.

The Screening Reports were sent to the consultation authorities, Historic Scotland, Scottish Environment Protection Agency and Scottish Natural Heritage, who all agreed that the Proposed Supplementary Guidance would have no significant environmental effects. Please see the Screening Determination below.

Environmental Assessment (Scotland) Act 2006

SEA screening determinations for Proposed Supplementary Guidance 8 - Woodlands and Forestry and Proposed Supplementary Guidance 10 - Domestic Developments

The Council has reviewed the strategic environmental assessment Screening Reports for the above Supplementary Guidance documents, and the responses received from the Consultation Authorities, and determine under Section 3(1) of the Environmental Assessment (Scotland) Act, that both of the pieces of Proposed Supplementary Guidance are not required for strategic environmental assessment.

The determination is that neither of the pieces of Proposed Supplementary Guidance have significant environmental impacts, having regard to both the nature and the characteristics of their effects and of the area likely to be affected. The full text of the determination can be found in the screening reports which can be viewed at www.clacksweb.org.uk.

The Supplementary Guidance documents relate to have been published on the Council's Local Development Plan SEA.

Emergency Social Work: 01794 470300

Poster puts points over



Alan Faulds presenting a backpack to Gemma Finch

A CLACKMANNANSHIRE school pupil has designed a poster to help local fire stations raise awareness of bonfire and firework safety. Gemma Finch, aged 11, won a competition organised by the fire service seeking an eye-catching design to get the message across.

The P7 pupil at Sunnyside Primary impressed with her colourful design outlining safety tips for Bonfire Night and won a backpack full of goodies for her efforts. Alan Faulds, local area liaison officer, community fire safety department, Scottish Fire and Rescue Service, said: "We run a competition every year round about Bonfire Night to encourage young people in the area to draw or make up a poster showing the dangers of bonfires and fireworks. We've been running it the last couple of years.

"We alternate between Stirling and Clackmannanshire." By engaging with schools within the community, it also allows the fire service to demonstrate to youngsters

the risks surrounding bonfire and fireworks.

Mr Faulds added: "Historically we've found that primary seven and above tend to be the age group for setting off fireworks and being burned at bonfires, so we target that group quite heavily."

"I think by getting this group involved, it gives them the thought process of danger and if they know it's dangerous, they won't do it. "We follow that up by firework talks at the school and we do bonfire talks at all the schools to re-emphasise that message."

"We've found in the last few years that incidents of people getting hurt have dropped to almost zero - in fact it was zero last year, which is great. "So we're not getting anybody hurt in this age group which is fantastic and that's what we're trying to do."

For advice on how to stay safe on Bonfire Night and Rescue Service website www.firescotland.gov.uk

Consider your child's hearing

CLACKMANNANSHIRE parents are being encouraged to protect their children's hearing this firework season. Charity Action on Hearing Loss is raising awareness ahead of bonfire night - while external injuries to the hands and face are the health risks traditionally associated with fireworks, hearing loss can also pose a threat. According to the charity's research, noise over 80-85 dB can be dangerous to a person's hearing and fireworks measure between 100-150 dB - as loud as an aeroplane taking off a few hundred metres away. Louise Hart, senior audiologist at the charity, said simple measures like children's ear defenders or

earplugs can reduce the risks. She explained: "When an individual suffers hearing loss the hair cells in their cochlea will have become damaged, meaning they are no longer able to move correctly to sound. "Unfortunately, sometimes this is uncontrollable but in other circumstances hearing loss can be prevented. "Fireworks night is a very popular time for families, and no one wants to spoil the fun by worrying too much, but there are simple ways of protecting our hearing and avoiding long term damage." For more information and to potentially buy an ear defender, visit actiononhearingloss.org.uk.

14/19 STIRLING RD, TULLIBODY, FK10 1EB
 Under 5 min to school
 Under £29,95
 Under 5 min to school
 To find out more contact Duane Marshall Alloa FK10 1EB
 If you are already registered apply on-line
 You can also find out details of the Facebook page at www.facebook.com
 The closing date and time for these properties is Monday 9th November 2015 at 12 noon.
 Please remember that the available properties may still be occupied and please do not visit them unless invited to do so.

A ward of £7k to fund print work



The cheque hand over

RESONATE Arts House in Alloa has received a £7,000 award from the Coalfields Regeneration Trust's Coalfields Community Investment programme to help pay for someone to run their print and design business. Resonate runs a multi-faceted arts and crafts facility in Alloa, offering a wide range of opportunities and activities to service users of all ages and abilities. As well as crafts classes the group operates personal development sessions on assertiveness, creativity, relaxation and self-esteem. Their programmes include a business start-up club run in conjunction with the business and economic unit of Clackmannanshire Council. Resonate also runs a printing and design service, serving local clients and Signpost, CVS Falkirk and CEIS Glasgow. A print worker is required to take on the full-time running of the business

as well as delivering printing workshops and teaching volunteers printing skills. Angela Beardsley of Resonate said: "We are extremely grateful to the Coalfields Regeneration Trust for their support in filling this post. "The print work income helps us fund a lot of our services, where we use the medium of art to help people 'find themselves', gain confidence and in many cases move onto new jobs, careers or further education." Bob Young, Scottish trustee of the Coalfields Regeneration Trust, said: "Resonate is a highly effective organisation, providing a wide range of services and support to the local community as well as adding to the area's cultural development by hosting international seminars with world-leading speakers". "We are happy to fund them because their work puts them at the heart of the local community and meets many of our objectives."

Chance to view wedding venue

MEET the team on Sunday, November 1 from 12.30 to open to find out why Ingleswood House could be the perfect wedding venue for you. There is free entry, free parking plus a range of fantastic local suppliers and experts exhibiting. There will be opportunity to view their fabulous new ballroom and they will be providing tours of the luxurious suites throughout the day. The team will also be happy to take you through their affordable wedding packages and special offers available on the day. Ingleswood House is the perfect venue for a fairytale wedding in Scotland. Wedding ceremonies and receptions

can be held in the stunning Inglenook Room, Grand Hall, Ballroom, Furriners Restaurant and the beautifully restored conservatory. The extensive landscaped grounds and duck pond also provide a picturesque setting for photographs of your special day. The new wing, which is designed specifically for weddings, includes the fabulous new ballroom, a private bar, lounge, bridal changing room and toilet facilities. It even has its own entrance enabling your wedding to be truly exclusive. For more information or to make a booking contact Ingleswood on 01259 216158, 07721 049561 or email info@ingleswoodhouseandspa.co.uk.

For more news, please visit: www.alloaadvertiser.com

Council Noticeboard

Local Councillors

For details on how to contact your local Councillors or to find out about their surgery arrangements please telephone 01259 452003 or email customerservice@clacks.gov.uk. Alternatively please contact your nearest Council Office or visit us on-line at www.clacksofb.org.uk

(Main Street, Clackmannan) (Temporary Closure) Order 2015

The Council has made "The Clackmannanshire Council (Main Street, Clackmannan) (Temporary Closure) Order 2015, under the Road Traffic Regulation Act 1984 (as amended) on 19th October 2015 to close to vehicles at Main Street, Clackmannan, from its junction with Kirk Wynd to its junction with Castle Street, a distance of 200 metres or thereby. (Alternative Route: Via Cattlemarket, Alloa Road, Kirk Wynd and vice versa). The order runs from 1730 hours until 1930 hours on 29th November 2015 and is necessary for the Christmas Light Switch-On.

Full details on all Roads Notices are available on www.clacksofb.org.uk or may be obtained at Clackmannanshire Council's Offices, Kilncraig, Alloa, FK10 1EB, and any Council Office Library during normal office hours.

Planning Applications

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Development	Reason for Advertising
Installation of a 4.99 MW Solar Farm and associated infrastructure at Balheary, Coalnashington, Clackmannanshire Ref: 15/00188/FULL	Neighbour Notification
Installation of roof light on rear extension to house (retrospective) at 2 Stalker Avenue, Tilliscultry, Clackmannanshire Ref: 15/00235/FULL	Development in a Conservation Area
Installation of air conditioning condensers to rear of shop and alterations to internal fit out at 55 Bridge Street, Dollar, Clackmannanshire Ref: 15/00239/FULL	Development in a Conservation Area
Installation of air conditioning condensers to rear of shop and alterations to internal fit out at 55 Bridge Street, Dollar, Clackmannanshire Ref: 15/00240/LIST	Listed Building Consent
Demolition and erection of replacement garage and erection of satellite pole and dish in rear garden to house at 16 Mylne Avenue, Dollar, Clackmannanshire Ref: 15/00241/FULL	Development in a Conservation Area

Public notices across Scotland can now be viewed on the tellme website. www.tellmesotland.gov.uk/notices

Clackmannanshire Council Local Development Plan 2015

Notice of Consultation on Supplementary Guidance Supplementary Guidance 8 - Woodlands and Forestry Supplementary Guidance 10 - Domestic Developments

Town and Country Planning (Scotland) Act 1997 as amended

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

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Clackmannanshire Council has prepared Proposed Supplementary Guidance 8 - Woodlands and Forestry and Supplementary Guidance 10 - Domestic Developments, which can be inspected between Friday 23rd October 2015 and Friday 18th December 2015, during normal opening hours at the following locations:

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If you are a member of a community group who would like the Development Plans Team to come and discuss the Proposed Supplementary Guidance with your group, please contact us with details of when you would like to meet with us as soon as possible and we will endeavour to meet your request.

How & By When to Make Comment

If you wish to make any comments on the Proposed Supplementary Guidance, response forms are available at libraries, Kilncraig and online at www.clacksweb.org.uk. Comments must be received by 5pm on Friday 18th December 2015 via:

Post to: Julie Hamilton, Development Services Manager
Clackmannanshire Council, Services to Communities, Kilncraig, GreenSIDE Street, Alloa FK10 1EB

E-mail to: devplan@clacks.gov.uk Online at: www.clacksweb.org.uk

As part of the preparation of these pieces of Proposed Guidance, the Council had to consider whether or not they would require to be subject to a Strategic Environmental Assessment (SEA). The Council screened each piece of proposed guidance to consider whether either would have significant environmental effects. The conclusion of the screening was that there would be no significant environmental effects and therefore no SEA would be required.

The Screening Reports were sent to the consultation authorities, Historic Scotland, Scottish Environment Protection Agency and Scottish Natural Heritage, who all agreed that the Proposed Supplementary Guidance would have no significant environmental effects. Please see the Screening Determination below.

Environmental Assessment (Scotland) Act 2005:

SEA screening determinations for Proposed Supplementary Guidance 8 - Woodlands and Forestry and Proposed Supplementary Guidance 10 - Domestic Developments

I have reviewed the strategic environmental assessment Screening Reports for the above Proposed Supplementary Guidance documents, and the responses received from the Statutory Consultation Authorities; and determine under Section 8(1) of the Environmental Assessment (Scotland) Act, that both of the pieces of Proposed Supplementary Guidance are exempt from the requirement for strategic environmental assessment.


The reason for this determination is that neither of the pieces of Proposed Supplementary Guidance are likely to have significant environmental impacts, having regard to both the characteristics of the Guidance, and the characteristics of their effects and of the area likely to be affected. Further detail can be found in the screening reports which can be viewed at the council offices at Kilncraig, Alloa.

The policies to which both Proposed Supplementary Guidance documents relate to have been assessed as part of the Clackmannanshire Local Development Plan SEA.

Gretchen Finlay, Principal Planner

Contact Numbers: General Enquiries: 01259 450000 Housing HelpLine: 0845 055 7070 Emergency Social Work: 01786 420500

Appendix 3 - Letter and List of those groups targeted about SG10 - Domestic Developments by mail or e-mail (72 in total)

<p>Services to Communities Garry Dallas Director Kilncraigs, Greenside Street, Alloa FK10 1EB Tel: 01259 450000 Fax: 01259 727451</p>		 Clackmannanshire Council www.clacksweb.org.uk	
<p>+ To those on Mailing List:</p> <p>G:\Development Services\Development Planning\SUPPG1 - Supplementary Guidance\SG10 - Domestic Developments\Domestic Developments SG Mailing List 06.2015</p> <p>by e-mail where possible</p>	Contact:	Graeme Finlay	
	Tel:	01259 452643	
	Our ref:		
	Your ref:		
	Date:	???? October 2015	

Dear Sirs

Clackmannanshire Council - Proposed Supplementary Guidance 10 - Domestic Developments

Clackmannanshire Council has prepared Proposed Supplementary Guidance 10 - Domestic Developments and are consulting on the document between Friday 23rd October and Friday 18th December 2015. The Proposed Guidance can be viewed online at www.clacksweb.org.uk, at public libraries throughout Clackmannanshire and at the Clackmannanshire Council offices at Kilncraigs, Greenside Street, Alloa, FK10 1EB.

The Proposed Supplementary Guidance is intended to allow those planning to alter or extend their house, to establish what they will be required to do. It goes through the pre-application and application process, and provides examples of good practice on layout, design, energy efficiency and construction.

If you require further information on the Proposed Supplementary Guidance please telephone 01259 452643 and ask to speak to a member of the Development Plans Team or e-mail devplan@clacks.gov.uk.

If you are a member of a community group who would like the Development Plans Team to come and discuss the Proposed Supplementary Guidance with your group, please contact us with details of when you would like to meet with us as soon as possible and we will endeavour to meet your request.

If you wish to make any comments on the Proposed Supplementary Guidance, response forms are available at libraries, Kilncraigs and online at www.clacksweb.org.uk. Comments **must be received by 5pm on Friday 18th December 2015** via:

Post to: Julie Hamilton
 Development Services Manager
 Clackmannanshire Council
 Services to Communities
 Kilncraigs
 Greenside Street

Alloa
FK10 1EB

E-mail to: devplan@clacks.gov.uk

Online at: www.clacksweb.org.uk

Yours sincerely

Julie Hamilton
Development Services Manager
DEVELOPMENT & ENVIRONMENT SERVICES

Group	Type
Alloa Community Council	Key Agency
Alva Community Council	Key Agency
Clackmannan Community Council	Key Agency
Dollar Community Council	Key Agency
Menstrie Community Council	Key Agency
Muckhart Community Council	Key Agency
Sauchie and Fishcross Community Council	Key Agency
Tillicoultry Community Council	Key Agency
Tullibody, Cambus & Glenochil Community Council	Key Agency
Sauchie Community Group	Key Agency
Architecture and Design Scotland	Key Agency
Scottish Government (x2 departments)	Key Agency
Clackmannanshire Councillors (x18)	Key Agency
Architectural Heritage Society of Scotland	National Body
Energy Saving Trust	National Body
Andrew McCafferty Associates	Company/Consultant
Bracewell-Stirling Architects	Company/Consultant
R T Hutton, Planning Consultant	Company/Consultant
Ristol Ltd	Company/Consultant
Ken Russell (Planning Consultant)	Company/Consultant
Mulraney Group Ltd	Company/Consultant
Alan Stables	Company/Consultant
MacDuff Architects	Company/Consultant
Bobby Halliday (Architect)	Company/Consultant
Allanwater	Company/Consultant
T Square Architects	Company/Consultant
Taylor Wimpey	Company/Consultant
Mactaggart & Mickel	Company/Consultant
Farquhar MacLean	Company/Consultant
Greenfields Design	Company/Consultant
McEachern Architects	Company/Consultant
Gordon Associates	Company/Consultant
Mozolowski & Murray (x2 departments)	Company/Consultant
Greig Strang	Company/Consultant
Arc Energy Technology	Company/Consultant
Sfumatura Disegno	Company/Consultant
Oliver and Robb	Company/Consultant
Turato Architecture	Company/Consultant
Lawrie Orr	Company/Consultant

CRA Alloa	Company/Consultant
Hadden Construction Ltd.	Company/Consultant
Enspire Architects Ltd	Company/Consultant
M. Arc. Design Ltd.	Company/Consultant
Matthew Pease	Company/Consultant
Module Architects	Company/Consultant
Paul Edney	Company/Consultant
W D Harley	Company/Consultant
Ron Cameron	Company/Consultant
Stuart Shand	Company/Consultant
Falkirk Council	Neighbouring Authority
Fife Council	Neighbouring Authority
Perth and Kinross Council	Neighbouring Authority
Stirling Council	Neighbouring Authority

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