

ITEM No ...2.....

REPORT TO: ENVIRONMENT COMMITTEE –14th SEPTEMBER 2015

REPORT ON: CONTROL OF DOGS IN PARKS, CEMETERIES AND OPEN SPACES

REPORT BY: DIRECTOR OF ENVIRONMENT

REPORT NO: 169-2015

1.0 PURPOSE OF REPORT

- 1.1 To advise Committee on progress with encouraging responsible dog ownership and to seek approval for establishing an accreditation scheme for professional dog walkers and the installation of two dog exercising trails.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the contents of this report are noted and that the Director of Environment be remitted to establish an accreditation scheme for professional dog walkers and the creation of two dog exercising trails.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The Executive Director of Corporate Services advises that the costs of £7,000 for establishing the dog walking trails can be met from allowances within the 2015/16 Capital Plan for Parks and Open Spaces.
- 3.2 The costs of managing and administering the professional dog walkers scheme will be met from within the fees generated through participation in the scheme.

4.0 MAIN TEXT

- 4.1 Reference is made to Article IV of the Minute of the Meeting of the Environment Committee of 10th February 2014 (Report No. 69-2014 refers), which approved an Action Plan to promote responsible dog ownership and use of the parks and open spaces. A short-term working group was established to progress the measures identified within the Action Plan.

4.2 Dog Fouling

- 4.2.1 In order to strengthen the enforcement of dog fouling offences, the number of staff trained and authorised to issue Fixed Penalty Notices (FPN's) has been increased. The Outdoor Access Officer and four of the Countryside Rangers within the Environmental Management Division are now authorised to issue such FPN's for dog fouling offences bringing to a total of 23, the number of authorised council officers.
- 4.2.2 To heighten public awareness and to clamp down on this problem, a number of dog fouling campaigns focussing on parks, cemeteries, open spaces and known dog fouling hot spots have been undertaken over the last year. The most recent campaign was run in July 2015 as part of the Take Pride in Your City campaign. Different approaches have been adopted for the various campaigns however all have involved a combination of increased enforcement activity and an increase in public awareness measures.
- 4.2.3 These campaigns have been successful in highlighting the anti-social nature of dog fouling and have resulted in an additional 58 FPN's being issued. The campaigns

have been well received by the public and officers received positive feedback from a large number of park users throughout the campaigns. The campaigns also provided confirmation that the incidents of dog fouling are more frequent during “out of hours” when enforcement staff are not normally patrolling the city. The opportunity to increase the number of officers authorised to issue FPN’s and their ability to cover “out of hours” periods is currently under consideration.

- 4.2.4 It is pleasing to note that the number of dog owners making use of the dog waste collection facilities provided has been increasing slowly but steadily over the last three years. The amount of dog waste collected through the dog waste bin network has increased over the last 3 years as follows:

- 2012/13 - 217 tonnes;
- 2013/14 - 222 tonnes; and
- 2014/15 - 224 tonnes.

- 4.2.5 It is known that the success rate in the collection of fines for dog fouling offences is lower than for other similar offences, this is in part due to the different legislation that applies. Action has been taken to review this matter and to ensure the recovery of debt associated with the non-payment of dog fouling Fixed Penalty Notices, through the council’s corporate debt recovery procedures.

- 4.2.6 Provision of more visible and user friendly information has been trialled within Parks and Cemeteries to aid compliance with Management Rules. New signs are at the entrances of the parks to raise awareness and encourage the uplift of dog waste, notices on the dog waste bins encouraging park users to report incidents of dog fouling /damage of bins and permanent signage in cemeteries asking dogs to be kept on a lead. Temporary, large format, clean up signs have been trialled during the Dog Fouling Campaigns and proven to be successful in parks and other hot spot areas in city. Additional signage will be rolled out with the Take Pride in Your City campaign.

4.3 **Professional Dog Walking**

- 4.3.1 The department has examined various approved user schemes for professional dog walkers and proposes to adopt a scheme based on the East Lothian Dog Watch. East Lothian Council report that their scheme has successfully promoted responsible dog walking services and encouraged less responsible companies to improve. The adoption of such a scheme will reduce problems in our parks and greenspaces, where complaints have been received regarding uncontrolled and large groups of dogs.

- 4.3.2 The proposed scheme has been consulted on at various meetings and events held with professional dog walkers. An outline of the scheme is contained in Appendix 1 of this report.

- 4.3.3 The costs of managing and administering the scheme will be modest and will be met from the fees generated through participation in the scheme.

4.4 **Code of Conduct**

- 4.4.1 A Code of Conduct for dog owners has been prepared and is provided in Appendix 2. The code of conduct will be displayed on park noticeboards, the council’s website and through other relevant promotional materials distributed to the public.

- 4.4.2 Opportunity will also be taken to promote the Code through the ongoing Take Pride in your City campaign.

4.5 **Dog Walking Trails**

- 4.5.1 A Take Pride in Your City branded leaflet promoting places to exercise dogs within the city is in preparation. The leaflet will provide information for all park users, to ensure that the park facilities remain clean and safe for everyone to enjoy and will include the code of conduct, promoting responsible dog ownership. The leaflet will be available on the Council Website and will also be made available at other appropriate outlets such as vets, libraries etc.
- 4.5.2 Plans have been prepared to introduce two pilot “Dog Health Walk Trails” at Balgay Hill (1 mile) and Dawson Park (1 mile), refer Appendix 3. The trails will be simple waymarked circuits. Dog owners will themselves benefit from knowing how far they have exercised with their dog. The trails will seek to encourage dog owners to exercise their dogs in areas away from other more general areas of the park, and will feature information from the “Code of Conduct”.
- 4.5.3 Dog agility features along the dog trails will be installed to encourage use of the trails. These features will be “low tech” and based on Forestry Commission good practice guidance and designs. In the future consideration will be given to the introduction of smart phone technology to encourage further interest in and use of the trails.
- 4.5.4 The trails will be established by operatives from within the forestry and ground maintenance teams at an estimated cost of £7,000.

4.6 **Riverside Nature Park**

- 4.6.1 The Friends of Riverside Nature Park have been consulted on the proposal to introduce on-lead only dog walking at Riverside Nature Park from April to July and are fully supportive of this proposal that would seek to protect ground nesting birds. This would be similar to the restrictions currently in place at Broughty Ferry beach during the bathing season, although not as restrictive.
- 4.6.2 Further consultation is underway with users of the nature park including dog walkers regarding these proposals. The consultation has confirmed overall support for the proposed restrictions during the nesting season however, dog walkers have suggested that an area of open space be set aside as a dog exercise area. This has been reviewed and it is considered that this suggestion can be accommodated. The Friends of Riverside Nature Park will be further consulted on the final proposals prior to incorporating any changes within the management rules.

4.7 **Consultation and Engagement**

- 4.7.1 Engagement meetings have been held to with members of dog interest groups on these proposals, including the Guide Dogs Association, professional dog walkers, dog trainers, DCC Animal Control Service and dog clubs. Feedback at the consultation meetings has been positive and the above actions are welcomed by the responsible dog walkers.
- 4.7.2 Officers have also been out to Dawson Park and Balgay Hill talking to dog walkers about the planned “Dog Health Walk Trails”. Consultation and engagement will continue, throughout the planned changes with users and other interested community groups.

5.0 POLICY IMPLICATIONS

- 5.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

6.0 CONSULTATIONS

- 6.1 The Chief Executive, the Executive Director of Corporate Services and Head of Democratic and Legal Services have been consulted in relation to this report.

7.0 BACKGROUND PAPERS

- 7.1 None.

Ken Laing
Director of Environment

Gary Robertson
Head of Environmental Management

3rd September 2015

Appendix 1

Approved User Scheme For Professional Dog Walkers in Dundee

Professional dog walkers are active within the city's parks and open spaces. This activity involves dog owners paying a responsible person to walk their dog(s) while the owners are unable to do so. Professional dog walkers provide a valued service to busy working people, the elderly and infirm.

The objectives of the approved user scheme are to promote responsible dog walking services. All dog walking services will be required to meet professional standards of behaviour. This should reduce the number of incidents and complaints received.

The council will record any complaints about the conduct of the scheme participants and if necessary temporarily or permanently suspending membership for any professional dog walker breaking the code of conduct.

The requirements on the Professional Dog Walker include:-

- No more than six dogs to be exercised at any one time.
- The professional dog walking company to have relevant pet business insurance.
- Comply with all current dog related laws, regulations and guidance.
- Keep accurate up to date records for each dog in their care.
- Dogs to be transported in a vehicle fit for purpose with dogs adequately secured
- To have a first aid kit designed for dogs.
- Dogs to be tagged with the professional dog walking company's own company tag whilst under their authority.
- Controlling dogs at all times during exercise.
- Cleaning up any dog fouling.
- Being aware and responsible for other land use – i.e. keeping away from livestock and bird habitat areas.
- Applicants will be asked to pay a fee of £20.00 to cover items (ID badges / stickers etc.) and administration costs.

Dundee City Council will provide:-

- Liveried badges for use on their vehicle / promotional material indicating their service comes recommended by Dundee City Council.
- A photo ID badge indicating the person is an approved PDW.
- Promotion of their own company on a specific dog walking page within the Dundee City Council's website.
- Access to dog waste bags at a not-for profit price.
- Regular updates on relevant issues (e.g. any specific site management news).
- Advice on where and when dogs can be exercised.

The scheme will be administered through current staff resources. Additional materials will be required such as the vehicle liveried badge, but these costs will be recovered by the fees generated. Membership requires a 12 monthly renewal.

Appendix 2

The Dundee Dog Walking Code

Helping share our parks and green spaces

- Always pick up after your dog.
- Keep your dog under control.
- Do not allow your dog to chase wildlife.
- Cemeteries and golf courses are not for dog exercising. Keep your dog on a short lead and stick to main paths.
- Dogs are not allowed in play areas, on sport pitches in use, golf tees, greens or bunkers and where there are ground nesting birds.
- Please look out for signs showing local rules. Animals are excluded from some places at certain times.
- Keep your dog out of formal flower beds.
- Put your dog on a short lead when near children, picnic areas, horses or sports pitches or if requested by Parks Management staff.

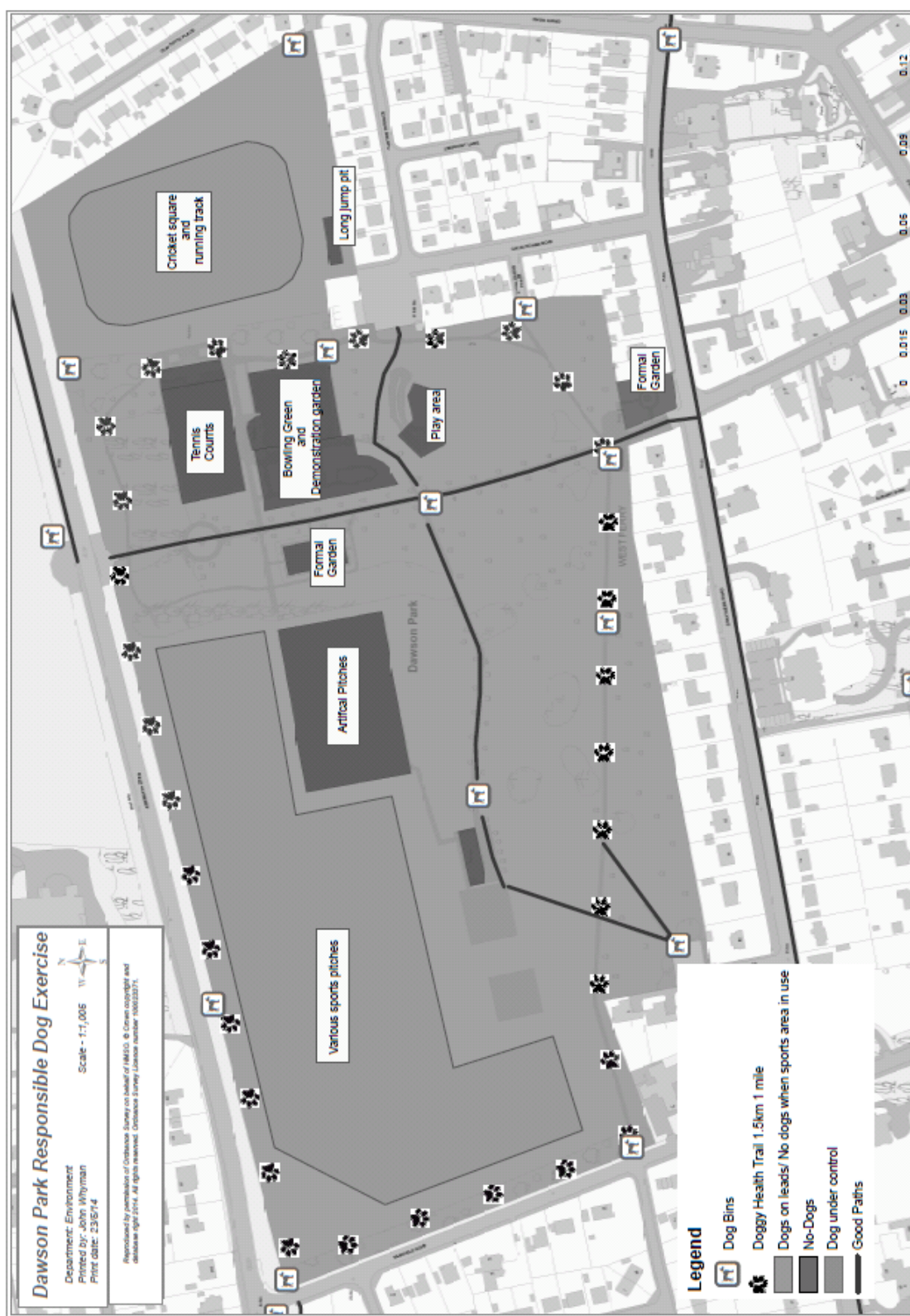
Controlling your dog is easy and fun with dog training lessons. See the list of dog trainers and dog clubs at www.dundeeecity.gov.uk

Professional Dog Walkers accreditation list at www.dundeeecity.gov.uk

More information on our parks at www.dundeeecity.gov.uk/environment/parksgardens/

Produced with guidance from local dog clubs and professionals, Dundee Local Access Forum and Scottish Natural Heritage

Appendix 3





ITEM No ...3.....

REPORT TO: ENVIRONMENT COMMITTEE – 14th SEPTEMBER 2015

REPORT ON: THE SUPPLY AND ERECTION OF SECURITY FENCING AT CITY ROAD ALLOTMENTS

REPORT BY: DIRECTOR OF ENVIRONMENT

REPORT NO: 339-2015

1.0 PURPOSE OF REPORT

- 1.1 To seek committee approval for the erection of security fencing to protect the allotments at City Road.

2.0 RECOMMENDATION

- 2.1 It is recommended that committee agree the proposed improvements and instruct the Director of Environment to undertake these works.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The Executive Director of Corporate Services advises that the costs of £29,794 can be met from allowances within the Capital Plan 2015/16 for Parks and Open Spaces.

4.0 BACKGROUND

- 4.1 Following a number of incidents including break-ins and wilful fire-raising at council allotments within the city, a review of security fencing was undertaken. Following consultation with the Dundee Federation of Allotment Gardens Association, a programme was put together to enhance security at the most vulnerable allotments.
- 4.2 Improvements have already been implemented at West Law, Stirling Park and Old Craigie Road Allotments and it is now proposed to undertake similar security fencing works around the City Road allotments.
- 4.3 It is proposed to replace the existing chain-link fencing with a more robust 1.8m metal palisade fence. The fencing will be erected along the south and west side of the perimeter of the existing allotment.
- 4.4 The future maintenance of the fencing will be included with the Allotment Association's leases, reducing the future revenue implications for the Department.
- 4.5 The cost of undertaking these works will be £29,794 and will be undertaken by the Environment Department. Funding will be met from within the Environment Department's capital budget 2015-16.

5.0 POLICY IMPLICATIONS

- 5.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

6.0 CONSULTATIONS

- 6.1 The Chief Executive, Executive Director of Corporate Services and Head of Democratic and Legal Services have been consulted and are in agreement with the contents of this report.

7.0 BACKGROUND PAPERS

- 7.1 None

Ken Laing
Director of Environment

26th August 2015

Gary Robertson
Head of Environmental Management

ITEM No ...4.....

REPORT TO: ENVIRONMENT COMMITTEE – 14 SEPTEMBER 2015

REPORT ON: TENDERS RECEIVED BY CITY ENGINEER

REPORT BY: CITY ENGINEER

REPORT NO: 326-2015

1 PURPOSE OF REPORT

- 1.1 This report details tenders received and requests a decision on acceptance thereof.

2 RECOMMENDATION

- 2.1 Approval is recommended of (1) the acceptance of the tenders submitted by the undernoted contractors, (2) the undernoted total amount, including allowances, for each project.

Project Reference Description	Project Contractor	Tender Amount	Fees & Other Costs	Total Amount
P15703 South Road Play Area and Landscaping Works	T&N Gilmartin (Contractors) Ltd	£63,527.49	£55,867.51	£119,395.00
P15703 South Road Purchase of Specialist Play Equipment	Timberplay	£20,605.00	£0.00	£20,605.00
Total		£84,132.49	£55,867.51	£140,000.00

3 FINANCIAL IMPLICATIONS

- 3.1 The Director of Corporate Services has confirmed that funding for the above project is available as detailed on the attached sheet.

4 POLICY IMPLICATIONS

- 4.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. Any issues are detailed on the attached sheets.

5 CONSULTATIONS

- 5.1 The Chief Executive, Director of Corporate Services and the Head of Democratic and Legal Services have been consulted and are in agreement with the contents of this report.

6 BACKGROUND PAPERS

- 6.1 None.

7 FURTHER INFORMATION

- 7.1 Detailed information relating to the above Tenders is included on the attached sheet. The construction works in this report have been procured using the general guidance contained in the following documents approved by the Council:

- a Report: 148-2003 - Partnering Guidelines for Construction Projects;

- b Report: 356-2009 - Construction Procurement Policy; and
- c Standing Orders - Tender Procedures of the Council.

Mike Galloway
Director of City Development

Fergus Wilson
City Engineer

FW/SM/JM

31 August 2015

Dundee City Council
Dundee House
Dundee

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CLIENT														
PROJECT NUMBER PROJECT PROJECT INFORMATION	P15703 South Road Play Area Civil and Landscape Works The works comprise of the construction of a play park and the installation of pre-purchased play equipment. Play equipment will include Bespoke Activity Frame, Cradle antiwrap swing, Train engine, Wagon Boulders, Mini Suspended Bridge, Zig-zag stilts, Stepping logs, Douglas Fir Basket Swing Frame, Bird's Nest Basket, Log climber, Junior 2 bay antiwrap swing, Push up Bars, Body Flexer/Flexwheel, Upper Body Trainer, Free Runner, 30m Cableway, Rotating Bow and Activity Panel – free standing.	P15703 South Road Play Area Purchase of Specialist Play Equipment Due to the specialist design of this play equipment, a Direct Award will be made to Timberplay for this play equipment. This specialist play equipment is a Bespoke Activity Frame and will be purchased and delivered to Caird Park Store by Timberplay.												
TOTAL COST	Contract £63,527.49 Non Contract Allowances £47,367.51 Fees £8,500.00 Total £119,395.00	Contract £20,605.00 Non Contract Allowances £0.00 Fees £0.00 Total £20,605.00												
FUNDING SOURCE	Environment Capital Budget £47,395.00	Environment Capital Budget £20,605												
BUDGET PROVISION & PHASING	2015/16 £119,395.00	2015/16 £20,605.00												
ADDITIONAL FUNDING	Community Regeneration Fund (CRF) £72,000	None												
REVENUE IMPLICATIONS	None	None												
POLICY IMPLICATIONS	To adopt sustainable practices in construction	To adopt sustainable practices in construction												
TENDERS	Tenders were invited from 6 contractors and the following tenders were received:- <table><tr><td><u>Tenderers</u></td><td><u>Tender</u></td></tr><tr><td>T&N Gilmartin (Contractors) Ltd</td><td>£63,527.49</td></tr><tr><td>Kilmac Construction Ltd</td><td>£68,095.70</td></tr><tr><td>MacKenzie Construction Ltd</td><td>£101,666.98</td></tr></table>	<u>Tenderers</u>	<u>Tender</u>	T&N Gilmartin (Contractors) Ltd	£63,527.49	Kilmac Construction Ltd	£68,095.70	MacKenzie Construction Ltd	£101,666.98	As approved by the Chief Executive, the following offer was received:- <table><tr><td><u>Tenderer</u></td><td><u>Tender</u></td></tr><tr><td>Timberplay</td><td>£20,605.00</td></tr></table>	<u>Tenderer</u>	<u>Tender</u>	Timberplay	£20,605.00
<u>Tenderers</u>	<u>Tender</u>													
T&N Gilmartin (Contractors) Ltd	£63,527.49													
Kilmac Construction Ltd	£68,095.70													
MacKenzie Construction Ltd	£101,666.98													
<u>Tenderer</u>	<u>Tender</u>													
Timberplay	£20,605.00													
RECOMMENDATION	To accept the lowest tender from T&N Gilmartin (Contractors) Ltd	To accept the offer from Timberplay												
ALLOWANCES	Contingencies £10,367.51 Non-contract Allowance £37,000.00 Professional Fees £8,500.00 Total £55,867.51	Contingencies £0.00 Non-contract Allowance £0.00 Professional Fees £0.00 Total £0.00												
SUB-CONTRACTORS	None	None												
BACKGROUND PAPERS	None	None												