

## ITEM No ...3....

**REPORT TO:** NEIGHBOURHOOD SERVICES COMMITTEE – 20 AUGUST 2018  
**REPORT ON:** ENVIRONMENTAL IMPROVEMENT PROGRAMME  
**REPORT BY:** EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES  
**REPORT NO.** 244-2018

### 1. PURPOSE OF REPORT

- 1.1 To gain Committee approval for further environmental improvements as part of the 2018/19 programme.

### 2. RECOMMENDATIONS

- 2.1 It is recommended that approval be given for the project below at:-

<b>Project Reference Project Description</b>	<b>Contractor</b>	<b>Amount</b>	<b>Fees &amp; Other Costs</b>	<b>Total Amount</b>
Project No –PC180005 Greater Balgay	Neighbourhood Services	£125,000	£12,500	£137,500
Project No .PC180017 Path Improvements	Neighbourhood Services	£16,800	£1,680	£18,480
Project No PC180037 Mains Road park refurbishments	Neighbourhood Services	£26,000	£NIL	£26,000
Project No PC180008 Downfield Park Fencing	Neighbourhood Services	£25,800	£3,700	£29,500
Project No- PC180043 Playground improvements	Neighbourhood Services	£45,000	£5,000	£50,000

### 3. FINANCIAL IMPLICATIONS

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

### 4. MAIN TEXT

- 4.1 Reference is made to Item (V) of the Policy and Resources Committee of the 7 December 2015 Street Cleaning and Open Space Management review where there was agreement to introduce a programme of capital expenditure focused on improvement projects. The proposed projects has been designed to improve and enhance the local environment for residents and members of the public.
- 4.2 These projects have been developed in consultation with Community Officers and local groups.

### 5. 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. CONSULTATIONS**

6.1 The Council Management Team have been consulted on the preparation of this report and are in agreement with its contents.

**7. BACKGROUND PAPERS**

7.1 None.

Elaine Zwirlein  
**Executive Director of Neighbourhood Services**

Gary Robertson  
**Head of Environment**

26 July 2018





<u>CLIENT</u>	<u>NEIGHBOURHOOD SERVICES</u>
PROJECT NUMBER PROJECT PROJECT INFORMATION	PC180043 Playground Improvements Carry out playground improvements to seven play areas throughout the city. Works mainly to include resurfacing and installation of woodchips, along with enhancing some of the equipment. These works relate to ongoing health and safety issues and will also enhance the sites.
ESTIMATED START DATE COMPLETION DATE	1 <sup>st</sup> September 2018 31 <sup>st</sup> March 2019
TOTAL COST	Works £45,000 Allowances <u>£5,000</u> Total <u>£50,000</u>
FUNDING SOURCE	Capital – allowances for Parks and Open Spaces within the recreation, culture and arts and heritage section of the general services capital plan 2018-23.
BUDGET PROVISION & PHASING	2017/2019
ADDITIONAL FUNDING	None
REVENUE IMPLICATIONS	There are no major issues
POLICY IMPLICATIONS	None
TENDERS	Offer Price  <b><u>Neighbourhood Services</u></b> <b><u>£50,000</u></b>
RECOMMENDATION	Acceptance of offer
ALLOWANCES	Professional Fees <u>£5,000</u>
SUB-CONTRACTORS	
BACKGROUND PAPERS	None



**ITEM No ...4.....**

**REPORT TO:** NEIGHBOURHOOD SERVICES COMMITTEE – 20 AUGUST 2018

**REPORT ON:** SCOTTISH ENVIRONMENT PROTECTION AGENCY (SEPA)  
COMPLIANCE SCHEME ENVIRONMENTAL PERFORMANCE  
2017

**REPORT BY:** EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

**REPORT NO:** 243-2018

**1.0 PURPOSE OF REPORT**

1.1 This report provides an update on the Scottish Environment Protection Agency (SEPA) final assessment of environmental performance for 2017 for licensed waste management sites within Dundee.

**2.0 RECOMMENDATIONS**

2.1 It is recommended that the Committee notes the contents of this report and agrees that the Executive Director of Neighborhood Services continues to report back annually to the Committee with the ongoing progress and performance of the licensed waste management sites.

**3.0 FINANCIAL IMPLICATIONS**

3.1 There are no direct financial implications arising from this report.

**4.0 BACKGROUND**

4.1 Neighbourhood Services operate five licensed waste management sites throughout the city. All sites are regulated by SEPA. Each site provide various waste management functions for householders and businesses.

4.2 The five sites consist of Baldovie Transfer Station (WML/E/0020006), Baldovie Recycling Centre (WML/E/0220253), Riverside Recycling Centre (WML/E/0020078), Riverside Landfill and Composting (WML/E/0020079) and Marchbanks Reclamation Centre (WML/E/0120048).

4.2 Ongoing checks are carried out by the regulator to ensure licence conditions are being met and an annual assessment is carried out for environmental performance. Each site is rated within six bands from very poor to excellent.

4.3 The overall band is determined on performance against licence conditions which are made up by two types of condition:

- Environmental Limit Conditions – relating directly to the environment e.g. emission limits, no significant odour etc.
- Environmental Management Conditions – relate to management conditions that ensure environmental protection.

4.4 SEPA's final assessment for 2017 was that all five sites were rated as excellent. SEPA assessed that the licence holder was fully compliant with all the licence conditions. Previous year's performance is noted in Appendix 1.

## **5.0 CONCLUSION**

- 5.1 Environmental performance across all licensed waste management sites is being maintained with no significant environmental issues noted during 2017. It should be noted that in 2016 and 2017 all sites have been rated excellent by SEPA.

## **6.0 POLICY IMPLICATIONS**

- 6.1 The report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. No major issues were identified.

## **7.0 CONSULTATIONS**

- 7.1 The Council Management Team have been consulted in the preparation of this report.

Elaine Zwirlein  
**Executive Director of Neighbourhood Services**

Gary Robertson  
**Head of Environment**

5<sup>th</sup> July 2018





**ITEM No ...5.....**

**REPORT TO:** NEIGHBOURHOOD SERVICES COMMITTEE – 20 AUGUST 2018

**REPORT ON:** PAS 100 COMPOST CERTIFICATION 2018

**REPORT BY:** EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

**REPORT NO:** 245-2018

**1.0 PURPOSE OF REPORT**

1.1 This report provides an update on PAS 100 certification for the composting process carried out by Neighbourhood Services at Riverside.

**2.0 RECOMMENDATIONS**

2.1 It is recommended that the Committee notes that Neighbourhood Services recently achieved accreditation to the PAS 100 quality standard for the tenth year in succession. Accreditation has been held since 2008.

**3.0 FINANCIAL IMPLICATIONS**

3.1 There are no direct financial implications arising from this report.

**4.0 BACKGROUND**

4.1 The British Standards Institution's 'Publicly Available Specification for Composted Materials' (PAS 100) sets a minimum compost quality baseline. PAS 100 is a widely recognised standard within the organics recycling sector. Independent certification means that the material is no longer subject to waste regulatory controls and has achieved product status.

4.2 PAS 100 requires the producer to establish a quality policy and management system to ensure compost that is fit for purpose. Materials composted and the resulting composts must be traceable. PAS 100 also requires that customers are provided with information about where the compost was made and guidance on storing, handling and using the compost.

4.3 The composting process is operated under a Waste Management Licence (WML/E/20079) regulated by Scottish Environment Protection Agency (SEPA). An open air turned windrow process is undertaken at the facility on Wright Avenue, Riverside. The PAS 100 accreditation allows the sale of compost to the general public and commercial customers. Compost is available in 20mm grade from Riverside.

4.4 As of March 2018 Dundee City Council are one of twenty two certified processes in Scotland. Accreditation for PAS 100 has been held by Dundee City Council since 2008. The composting process was also re-validated by the certification body during 2017-2018. The process reduced from 26 weeks to 14 weeks. The change was made to improve operational efficiency on site.

**5.0 CONCLUSION**

5.1 A high quality compost meeting PAS 100 certification continues to be produced by Dundee City Council and sold to the general public and commercial customers.

**6.0 POLICY IMPLICATIONS**

6.1 The report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. No major issues were identified.

**7.0 CONSULTATIONS**

7.1 The Council Management Team have been consulted in relation to this report.

Elaine Zwirlein  
**Executive Director of Neighbourhood Services**

Gary Robertson  
**Head of Environment**

8<sup>th</sup> August 2018

**ITEM No ...6.....**

**REPORT TO:** NEIGHBOURHOOD SERVICES COMMITTEE - 20 AUGUST 2018  
**REPORT ON:** DOUGLAS COMMUNITY PARK  
**REPORT BY:** EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES  
**REPORT NO.** 133-2018

**1. PURPOSE OF REPORT**

1.1 To inform the Committee of the progress of Douglas Community park proposals.

**2. RECOMMENDATIONS**

2.1 It is recommended that the Committee notes the content of this report and seeks approval to remit to the Head of Democratic and Legal Services for Dundee City Council to enter into a Partnership Agreement with Douglas Community Spaces Group (DCSG).

**3. FINANCIAL IMPLICATIONS**

3.1 The Executive Director of Corporate Services has confirmed there is no additional capital or revenue implication to the Council for three years upon completion of the park. Any anticipated future maintenance costs will be contained within existing budgets.

**4. BACKGROUND**

4.1 Our Place is an exciting place-based initiative from the Big Lottery Fund. It provides funding for community groups and voluntary sector organisations in the identified Our Place areas and aims to empower local people and organisations to build stronger connections and relationships within communities, bringing about lasting, positive change in their neighbourhoods.

4.2 Work began within the community in Douglas in August 2014. Through the Big Lottery Fund (BLF), Community Enterprise (working with Community Renewal and the Dundee Social Enterprise Network), was commissioned to guide the community in the development of ideas that could benefit local people and that could be funded through the Our Place programme. Following extensive community consultation over the following 12 months, a vision was drawn up in August 2015, setting out the aims and aspirations of the community. Three principal themes were identified:

- A Community in Control
- Young People and Families
- Safe Attractive Open Space

4.3 DCSG was established as a Scottish Charitable Incorporated Organisation (SCIO) to develop and deliver a Community Park to provide a new landscaped space for the whole community to come together, grow, play, exercise and relax. The community's long-term hope is that the success of the park will instigate a process of improvement of further green spaces throughout Douglas by raising the aspiration, knowledge, skills, support and resources of local people.

4.4 Neighbourhood Services' Landscape Design Team have been working with DCSG to develop proposals and have, on their behalf, submitted a Stage 1 application for the development of the former Douglas Primary School ground to create Douglas Community Park. Douglas was identified as a priority Our Place Area and the Stage 1 Our Place grant was confirmed by the Big Lottery Fund (BLF) on the basis of a grant application submitted by the Council supporting and working in partnership with the DCSG. The site was identified as an appropriate place for the park, having been used for community gala days for many years, and being centrally located next to Douglas Community Centre.

4.5 Further development work supported by the Big Lottery and Neighbourhood Services will result in a Stage 2 application being submitted by Neighbourhood Services on behalf of the Douglas Community Spaces Group to the Big Lottery. A partnership agreement is being drafted outlining roles and responsibilities for

each party at each stage in the development and delivery of the project to ensure that the parties work collaboratively to deliver the grant approved project. It will also regulate the procurement process to be undertaken and how payments are made. This will be submitted with the Stage 2 application. Pending a successful Stage 2 application, the Council will enter into a grant agreement with the Big Lottery Fund, leading to funding being awarded by the Big Lottery for construction of the park. The outcome of the construction tender will be reported to a later Committee, recommending an award to the preferred bidder.

- 4.6 DCSG have recently extended the existing lease until 2035 from the Council in order to develop and manage the proposed park. The lease extension was approved by City Development Committee on 23rd January 2017; AN10-2017 (article no.14 refers) . In collaboration with DCSG, a five year maintenance plan for the park will be included in the Partnership Agreement. Subject to a successful stage 2 application, DCSG propose to appoint a Development Officer, who will assist and develop the group's capability to manage and maintain the park in the future. However, it is proposed that Neighbourhood Services continues to provide support to DCSG including maintenance of the park, with the aim of transferring all maintenance responsibility to DCSG in the future. The Partnership Agreement will also consider future maintenance of the park should DCSG be wound up in the future and responsibility for the park reverts back to the Council.

## **5. POLICY IMPLICATIONS**

- 5.1 This report has been subject to an assessment of any impacts on Equality and Diversity, Fairness and Poverty, Environment and Corporate Risk. A copy of the Impact Assessment is available on the Council's website at [www.dundee.gov.uk/ia](http://www.dundee.gov.uk/ia).

## **6. CONSULTATION**

- 6.1 The Council Management Team have been consulted in the preparation of this report and are in agreement with its contents.

## **7. BACKGROUND PAPERS**

- 7.1 None.

Elaine Zwirlein  
**Executive Director of Neighbourhood Services**

Gary Robertson  
**Head of Environment**

24<sup>th</sup> July 2018