



**Argyll and Bute Council**  
**Comhairle Earra-Ghàidheal Agus Bhòid**

*Customer Services*  
*Executive Director: Douglas Hendry*

*Kilmory, Lochgilphead, PA31 8RT*  
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*18 June 2018*

**SUPPLEMENTARY PACK**

**HELENSBURGH & LOMOND AREA COMMITTEE - MARRIAGE ROOM, HELENSBURGH & LOMOND CIVIC CENTRE on THURSDAY, 21 JUNE 2018 at 9:30 AM.**

I refer to the above meeting and enclose herewith agenda items 14 (Festive Lighting Funding Request and Update) and 17 (Helensburgh Waterfront Development) which were marked “to follow” on the agenda previously issued.

Douglas Hendry  
Executive Director of Customer Services

**“TO FOLLOW” ITEMS**

**14. FESTIVE LIGHTING FUNDING REQUEST AND UPDATE (Pages 3 - 20)**

Report by Project Manager – Transformation

**17. HELENSBURGH WATERFRONT DEVELOPMENT (Pages 21 - 74)**

Report by Regeneration Project Manager

**E2 Appendix E (Pages 75 – 78)**

**E2 Paragraph 8** The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services; and

**E2 Paragraph 9** Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

## **Helensburgh & Lomond Area Committee**

Councillor Lorna Douglas	Councillor George Freeman
Councillor Graham Hardie	Councillor David Kinniburgh
Councillor Barbara Morgan (Vice-Chair)	
Councillor Aileen Morton	Councillor Ellen Morton (Chair)
Councillor Gary Mulvaney	Councillor Iain Paterson
Councillor Richard Trail	

Shona Barton, Area Committee Manager (Clerk)  
Contact: Danielle Finlay, Senior Committee Assistant - 01436657646

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**ARGYLL AND BUTE COUNCIL****HELENSBURGH AND LOMOND AREA  
COMMITTEE****DEVELOPMENT AND  
INFRASTRUCTURE****21 JUNE 2018**

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**FESTIVE LIGHTING – GRANT MONITORING AND FUNDING REQUEST**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 Across Argyll and Bute the council works with communities to help them enjoy a range of lighting displays over the festive period. There is no statutory requirement nor GAE allocation associated with providing this service, which has historically cost around £100,000 each year.
- 1.2 At its budget meeting in February 2016 the council took the decision to look at alternative, community-led delivery methods, with £300,000 earmarked from reserves to support council delivery and transitional arrangements for the following three years.
- 1.3 In Helensburgh and Lomond the Area Committee agreed to provide the Helensburgh Festive Lighting Charitable Trust (HFLCT) with up to £20,000 in order to facilitate the town's festive switch-on, while the Council delivered its historic service in others parts of the area – Cardross, Kilcreggan, Rosneath, Rhu, Garelochhead and Arrochar.
- 1.4 This report details a funding application from HFLCT, as well as providing an update on the grant award from 2017

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**ARGYLL AND BUTE COUNCIL**

**HELENSBURGH AND LOMOND AREA  
COMMITTEE**

**DEVELOPMENT AND  
INFRASTRUCTURE**

**21 JUNE 2018**

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**FESTIVE LIGHTING – GRANT MONITORING AND FUNDING REQUEST**

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**2.0 INTRODUCTION**

- 2.1 This report provides members with an update on the effective use of the funding provided by the Council to the Helensburgh Festive Lighting Charitable Trust (HFLCT) to provide festive lighting in Helensburgh and 2017; as well as updating on the overall financial position and asks members to determine a new funding request from HFLCT for 2018 and 2019.

**3.0 RECOMMENDATIONS**

Members are asked to:

- 3.1 Endorse the effective delivery of festive lighting by the Helensburgh Festive Lighting Charitable Trust (HFLCT) in 2017, which was made possible with funding provided from the Council;
- 3.2 Agree to award a grant of up to £10,000 to HFLCT for Christmas 2018 subject to the submission of satisfactory audited annual accounts and the conditions outlined at Appendix Three;
- 3.3 Agree to delegate authority to the Executive Director of Development and Infrastructure to allocate the remaining balance of the festive lighting funds for the Helensburgh and Lomond area pro rata to HFLCT for Christmas 2019 subject to the Council confirming the decision of the EDI committee made in March 2018
- 3.4 Note that in granting this funding request the remaining monies should be more than adequate to facilitate events on the basis of historic arrangements in the remaining Helensburgh and Lomond villages, and that discussions on future arrangements in these areas continue.

**4.0 DETAIL**

**4.1 BACKGROUND**

- 4.1.1 Across Argyll and Bute the council works with communities to help them enjoy a range of lighting displays over the festive period. There is no statutory requirement nor GAE allocation associated with providing this service, which

has historically cost around £100,000 each year.

- 4.1.2 At its budget meeting in February 2016 the council took the decision to look at alternative, community-led delivery methods, with £300,000 earmarked from reserves to support council delivery and transitional arrangements for the following three years.
- 4.1.3 In 2016 the Council used the earmarked monies to deliver on the basis of historic arrangements. In 2017 this was replicated in most parts of the Council area apart from in Tobermory and Helensburgh, where funding was providing to community groups to enable them to provide festive lighting themselves.
- 4.1.4 In Helensburgh and Lomond the Area Committee agreed to provide HFLCT with up to £20,000 in order to facilitate the town's festive switch-on, while the Council delivered its historic service in others parts of the area – Cardross, Kilcreggan, Rosneath, Rhu, Garelochhead and Arrochar.

## **4.2 FUNDING AWARD 2017**

- 4.2.1 The funding provided by the Council was spent on its stated purpose as outlined in the applicant's original submission and according to the conditions set by the Area Committee and confirmed in the grant agreement. The grant agreement was formally signed on behalf of the Council by the Head of Roads and Amenity Services and on behalf of HFLCT by a Director/Trustee on 10<sup>th</sup> October 2017.
- 4.2.2 The total figure spent by HFLCT was £19,946.66. This was spent on contracted labour from a suitably competent and qualified electrical contractor; the replacement of features and string lights which had been damaged or had deteriorated beyond economical repair; and repairs to existing features.
- 4.2.3 The festive lighting event in Helensburgh was delivered successfully by HFLCT. Their end of project report is appended to this report at Appendix One.

## **4.3 FINANCIAL POSITION**

- 4.3.1 The total spend in Helensburgh and Lomond for 2017 was £21,939, which includes Council spend. Removing the funding element for HFLCT and the total spend for the other villages was £1992.34. Financial information is not recorded on a precise village by village basis, however, it would not be unreasonable to conclude that the cost in relation to each of the six village was £332.06 in order to install and subsequently remove tree lighting
- 4.3.2 The remaining balance of funding for Helensburgh and Lomond is £29,963. This amount should be adequate to provide install and removal of lighting in 2018 and leave a balance to carry forward into future years.
- 4.3.3 At its March 2018 meeting the Environment, Development and Infrastructure Committee agreed that: *any monies which remain in these [festive] funds after 31<sup>st</sup> March 2019 be made available to any group with whom the Council has entered into a signed formal agreement in that particular administrative area be*

*gifted to that group pro rata. If there is no formal agreement with a group then the money should carry forward into 2019/20 and be subject to the normal grant application process [through Area Committees]. The Council will cease to deliver from the end of financial year 2018/19.*

#### **4.4 FUNDING REQUEST**

- 4.4.1 HFLCT have come forward with a funding request for £20,000 over the following two years, at £10,000 per year. Their application is appended to this report at Appendix Two.
- 4.4.2 This is a competent request insofar as the group has submitted the relevant legal and financial paperwork, save this year's accounts which are not ready at the time of writing, however, HFLCT will be able to submit these for review in early course. The application has a clear breakdown of installation and removal costs and these appear to be robust on the evidence of last year's activities.
- 4.4.3 Within the context of the process established by the Council it is possible to grant funding for two years with the second year's funding being contingent on a signed Minute of Agreement, as outlined at 4.3.3
- 4.4.4 It should be noted that the request is for 50% of the amount requested last year. Some of last year's monies were used to repair assets and as such the overall position in relation to the lighting assets is better than it was, with this in and of itself giving a reasonable level of assurance in regards to long term sustainability.
- 4.4.5 In the application the Trust makes it clear that they are considering a number of potential future revenue streams to ensure that the event is sustainable beyond the Council funding window. Although nothing has yet been formalised, officers are satisfied from discussions with the group that a number of avenues are being explored and that there is a reasonable level of assurance in relation to long-term income generation/sustainability of revenue streams. The Trust would have liked to have provide further detail at this time however their discussions with other parties remain private at this stage.
- 4.4.6 Given last year's effective delivery by the Trust there is an adequate level of assurance that the project will be delivered as effectively in 2018 and 2019, however, any grant of public money to a third party must be granted on the basis of a set of conditions in order to provide the Council adequate means to ensure compliance, and to provide protection for the grantee (ref guidance from Audit Scotland – Following the Public Pound). With this in mind it would be appropriate to replicate the conditions attached to last year's grant, subject to: a slight revision in the wording of the first condition which had caused some confusion last year; and the deletion of Condition 17 which was specific to last year's funding and has been adequately purified. These are appended to this report at Appendix Three for information.
- 4.4.7 If the funding of £20,000 was provided to HFLCT this would leave some £9,963 to provide festive lighting in other villages in the area on the basis of historic

arrangements. On the basis of last year's spend this should be adequate to support delivery for some time. Exactly how this will be provided this year and into the longer term remains to be seen, with positive discussions continuing at the time of writing.

## **5.0 CONCLUSION**

- 5.1** Last year's funding facilitated delivery of festive lighting in Helensburgh to programme and budget. There is a subsequent funding request for members to determine, with it being recommended for approval. Approval of this funding for Helensburgh would leave adequate funding for other villages on the basis of historic arrangements.

## **6.0 IMPLICATIONS**

- 6.1 Policy – consistent with policy position established February 2016
- 6.2 Financial – there are sufficient monies available in the fund
- 6.3 Legal – the funding would require to have conditions and a signed formal agreement to ensure compliance and protect all parties
- 6.4 HR – none known
- 6.5 Equalities – none known
- 6.6 Risk – none known
- 6.7 Customer Service – none known

**Executive Director of Development and Infrastructure Pippa Milne**  
**Policy Lead for Roads and Amenity Services Cllr Roddy McCuish**

12/6/18

**For further information contact:** Mark Calder on 01546 604756.

## **APPENDICES**

- Appendix One: End of project report
- Appendix Two: Application
- Appendix Three: 2017 conditions

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## **Helensburgh Christmas lights 2017**

### **A Spectacular Success.**



### **End of project report.**

Helensburgh Festive Lighting Charitable Trust accepted total project management responsibility for Helensburgh's Christmas lights in 2017 and successfully applied for £20,000 of Argyll and Bute Council's local budget to facilitate the project.

The Trust offered to provide another Christmas light spectacle from November 2017 to January 2018 in Helensburgh town centre on a historical basis. This year the town display consisted of 163 features, 16 living trees in Colquhoun Square and the decoration of the temporary Christmas tree.

The Trust undertook the PAT testing, erection and maintenance of all of the infrastructure and ongoing maintenance until Christmas Eve as well as the removal of all fittings after Twelfth Night, the repair/replacement of damaged stock and the testing and secure storage of all fittings in the "grotto" (three containers purchased by the Trust) for the 2018 festive season.

The project was completed in line with the formal agreement with Argyll and Bute Council and the contract was delivered on time and on budget. In addition to the financial resource provided in the form of the grant, the Trustees donated 782 hours of voluntary labour for planning, administration, repairs, project management, physical input and maintenance.

Feedback from the community and local businesses confirms that the Christmas lights are greatly appreciated, provide significant economic benefit and enhance the town over the festive period. The Trustees have received many messages of appreciation and thanks for their efforts in undertaking this significant project for the town.

Helensburgh Festive Lighting Charitable Trust is recognised Scottish Charity No SC034029. Company number 222523.

Directors: Vivien R. Dance J.P. R. Connor Press. David Stewart. John Urquhart.

Gail Broadhurst MBE. Stephen J. Horan. T.A. Anthony Dance IEng MIET.

Registered Office: Barremman, Clynder, Dunbartonshire, G84 0QX. Phone 01436 831434.

Email: [vivien.dance@viton.org.uk](mailto:vivien.dance@viton.org.uk)

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**The Directors/Trustees of Helensburgh Festive Lighting Charitable Trust request that this proposal be placed before the Area Committee for determination at the meeting on Thursday 21<sup>st</sup> June 2018**

**Christmas Lights for Helensburgh 2018/2019.**

**Offer to take responsibility for the provision of Christmas lights for Helensburgh in 2018 and 2019 and request for a grant of £20,000 of the allocated local budget for 2018/2019 to facilitate the project for these two years.**

<b>Help us direct your application to the right person</b>				
<b>What Area of Argyll and Bute is your application for? (please tick)</b>	Helensburgh	For the attention of Mark Calder		
<b>Tell us about your organisation</b>				
<b>Name of organisation</b>	Helensburgh Festive Lighting Charitable Trust			
<b>Name of main contact in the organisation. (To whom correspondence will be sent)</b>				
<b>Title</b>	<b>First Name</b>	<b>Surname</b>		
Mrs	Vivien	Dance		
<b>Job Title or Role within Organisation</b>	Company Director/Company Secretary/Board Chairman			
<b>Address For Correspondence</b>	Barremman, 24 Straid A Cnoc,			
<b>Postal Town Clynder</b>	Full Post Code G84 0QX			
<b>Telephone No:</b>	01436 831434 07795397947			
<b>E-Mail Address:</b> vivien.dance@viton.org.uk				
<b>What is the legal status of your organisation? (If applicable please give registration No/s e.g. Charity No/Company No.)</b>				
<b>Charity No:</b> SC034029		<b>Company No:</b> SC222523		
<b>Recognised Scottish Charity since 2001</b>		<b>Company Limited by Guarantee since 2001</b>		
<b>When was your group established?</b>				
24 <sup>th</sup> August 2001				

<b>How many people are involved in running your organisation?</b>							
Directors/ Trustees	Seven trustees  In 2018 we appointed another Directors/Trustee to add to the skill base of our Board of Governance to ensure we are capable of delivering all our stated objectives.	Paid Staff Full Time	0	Paid Staff Part Time	0		
<b>What ages are the people your organisation works with?</b>							
All ages, we never refuse any voluntary contribution							
Area/Town / Village		Helensburgh Town Centre					
<b>What are the main activities of the organisation? – these can normally be found in the governing document e.g. constitution, articles of association</b>							
<p>The company objectives are:</p> <p>To preserve, maintain, promote and install for the public benefit Helensburgh's festive lighting; to acquire historical or architecturally significant buildings within Helensburgh to preserve, maintain and promote the town's rich heritage; to enhance the lives of vulnerable Helensburgh and Lomond citizens disadvantaged by marginalisation or disability through education, training or supported employment and the development of a sustainable enterprise that empowers and delivers a purposeful cohesive community.</p> <p>It is the intention of the group to continue to focus efforts on providing Helensburgh's successful Christmas lighting spectacle which we first undertook in 2010 and progress plans to widen the scope of festive lighting in the town.</p>							
<b>What are the project/activities which would be funded?</b>							
<p>The provision of another Christmas light spectacle from November 2018 to January 2019 in Helensburgh town centre and a repeat of this in November 2019 to January 2020. This spectacle consists of 163 features, 16 living trees in Colquhoun Square and the decoration of the temporary Christmas tree. The PAT testing, erection and maintenance of this infrastructure and ongoing maintenance until Christmas Eve, subject to budgetary constraints. The removal of all fittings after Twelfth Night, the repair/replacement of damaged stock and the testing and secure storage of all fittings in the "grotto" for next year. Total project management of the spectacle in both 2018 and 2019 exactly as we did in 2017.</p>							

	<b>Please provide evidence of need</b>	
Local demand is evidenced by the feedback from the community and local businesses that the Christmas lights are greatly appreciated, provide significant economic benefit and enhance the town over the festive period.		
	<b>What is the time period this funding would be for? (e.g. 6 months, 1 year)</b>	Two years. £20,000 for 2018/20
	<b>What is the proposed start date?</b>	October 2018
	<b>How many people will benefit from this funding?</b>	Thousands of visitors in addition to locals.
	<b>What barriers or challenges have you thought about in achieving the aims of your project and are there contingency plans in place? (examples of things you have to plan for outwith your control e.g weather, road closure, illness, volunteer recruitment etc)</b>	
We have a tried and tested method of delivery and contingency planning. Our lead volunteer is a highly trained, certified and incorporated Electrical Engineer I.Eng MIET. Two additional trustees have completed the IPAF training and are now certificated and qualified Mobile Elevated Working Platform operatives. Trustees are also trained in the basics of what needs to be done with the project, for example they play a huge part in the repair and testing of all assets over the summer months. This is an integral part of our succession planning. The seven Trustees (shortly to become eight) have considerable professional and managerial expertise across a wide spectrum of business, both local and national, and are highly motivated and capable of delivering this project once again to Helensburgh.		
	<b>How will you know your project has been successful?</b>	
The project will have been successful if the town's festive lights provide a spectacle for the town over a seven week period beginning on Saturday 24 <sup>th</sup> November, the features are removed shortly after Twelfth night and then all assets are back in the "grotto" and ready for installation for a repeat of the project in 2019. In addition local residents, businesses and visitors continue to express their appreciation and thanks to Trustees for continuing to undertake total management of the project and deliver an outstanding display of Christmas lights in the town.		

Tell us how much money you need in order to fund the project you are applying for and give us a breakdown.		
Item / Activity	These costings are based on the costings from 2017	Amount
In 2017 the put up and take down contractor cost was £9504.00. In 2018 and 2019 contractors will be used to put up and take down the features and equipment will be hired to achieve deliverability of the project.		£9600.00 for 2018 and the same for 2019.
In 2017 the input of <b>782</b> voluntary hours on the project was recorded – 266 hours for the put up and take down processes, 146 hours on repairs and testing and 370 hours on administration.		782 voluntary hours.
In 2017 replacement features and string lights were purchased at a cost of £7661 and £2000 was spent on repairs to features and infrastructure. Any additional features and spares required in the next two years will be funded by the Trust.		Trust donation of spares and features as required.
PAT testing and calibration of test equipment		£140.00 x 2
Insurance		£260.00 x 2
<b>A</b>	<b>Total costs</b>	£20,000 (to cover two years)
<b>B</b>	<b>How much of this total are you funding from your group resources?</b>	<b>782</b> voluntary man hours per year (total 1564) for planning, administration, repairs, project management, physical input and maintenance.
<b>C</b>	<b>TOTAL AMOUNT REQUESTED IN THIS APPLICATION</b>	£20,000

Tell us about any other grant or current applications you have made to Argyll and Bute Council within the past 3 years. (This should include any contracts you have with the Council to deliver services)		
Grant and Year	Description / Amount	Successful
Supporting Communities Fund	Christmas lights switch on £2320 awarded on the 11 <sup>th</sup> April 2017.	Yes
If this is <u>not</u> a new project or piece of work how has it been funded to date? And by whom?		
Funded by a partnership agreement between Argyll and Bute Council and Helensburgh Festive Lighting Charitable Trust (formerly Friends of the Victoria Hall). This partnership was underpinned by a Service Level Agreement in 2014. The council provided the manpower and infrastructure to erect/remove features assisted by volunteers and the Trust purchased and maintained all the features as community assets. In 2017/18 a grant of £20,000 was given to the Trust for the total project management of the Christmas lights and this was contract was fulfilled and the festive lighting display was spectacular.		
If this project is intended to extend beyond the grant period, how do you intend funding the project after this time?		
From 2020 the Trust will endeavour to raise the annual revenue costs to deliver the Christmas lights spectacle from new fundraising ventures which are being progressed to secure sustainable streams of funding through its expertise on Festive Lighting, some of which will bring new attractions to Helensburgh and help to aid further economic benefit for the town. The Trustees are currently looking at different models across the country to get an indication of best practice as community led festive lighting appears		



to be ever more prevalent and in addition are initiating local fundraising, the possibility of light shows in the town including an enchanted forest type venture in Hermitage Park, crowdfunding and contributions from local businesses and sponsors.

<b>Bank details</b>	
Account name of organisation	Helensburgh Festive Lighting Charitable Trust
Bank / Building Society name	Royal Bank of Scotland
Bank / Building Society address	2 Colquhoun Square, Helensburgh, G84 8SJ
Sort code (6 digits) 832303	Account Number (8 digits) 00624980
Who from your group is authorised to sign cheques?	
Name Vivien Dance	Position Director/Trustee (Treasurer)
Name David Stewart	Position Director/Trustee
Name Connor Press	Position Director/Trustee
<b>Give information relating to your most recent inspected annual accounts.</b>	
Account year ending 23 <sup>rd</sup> February 2017	<b>Accounts for year ended 23<sup>rd</sup> February 2018 are with the accountant for auditing and will be sent to officers after acceptance by the Board sometime over the next three months.</b>
<b>Name and address of auditor /individual approving the accounts</b> ( <i>The individual approving the accounts must be someone independent of the organisation submitting the application</i> )	Mhairi Fulton BA CA Macleod Fulton Scottcourt House, West Princes Street, Helensburgh G84 8BP
<b>Total (gross) income</b>	£6668
<b>Minus</b> total expenditure	£6471
<b>Equals</b> surplus/deficit for the year	£197
Savings (reserves, cash or investments)	£41,417.00 net current assets at 23/02/17
<b>Your Signature</b> Must be the main contact as stated in question 2	
I confirm that to the best of my knowledge and belief, all replies given on this application are true and accurate. I understand that the supporting information may be requested at any stage of this application.	
<b>Vivien R. Dance on behalf of the Board. Date: 31<sup>st</sup> May 2018.</b>	







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## **CONDITIONS OF FUNDING**

- 1) Funding is awarded at the discretion of Argyll and Bute Council, with that discretion having been exercised and a commitment to provide funding given,
- 2) Costs already committed to, or incurred at or before the date of application submission will not be eligible
- 3) The applicant must provide a minimum of two quotes for expenditure costing more than £500; and three quotes for expenditure costing more than £1,000 to ensure that best value is demonstrated
- 4) Funds will be released only against proof of costs incurred
- 5) The council will require to see proof of expenditure
- 6) Items purchased with cash and handwritten receipts are not eligible
- 7) Invoices and receipts must bear the name of the company or organisation providing the service
- 8) The applicant must not have outstanding debts to Argyll and Bute Council
- 9) The applicant, by accepting the grant, agrees to all reasonable further monitoring by Argyll and Bute Council which will allow the council to follow the spend of any public money awarded, and this monitoring includes but is not limited to the council being able to view audited annual accounts.
- 10) Argyll and Bute Council may be required to make any application to the council for funding available for public scrutiny to fulfil its obligations in terms of the Freedom of Information (Scotland) Act 2002. The group should make the council aware of any information which the council holds which may prejudice its interests if made public
- 11) The company or organisation providing paid services to the group should be an arms-length organisation, not connected, associated with the group or members or trustees of the group
- 12) Volunteer and benefit-in-kind contributions are not eligible for funding
- 13) The grant award is for the provision of Christmas Lights in Helensburgh on the basis of historic arrangements; their erection and removal; PAT testing and maintenance until Christmas Eve as outlined in the application
- 14) Any goods/items purchased with the funding from the Council shall be retained by the group for the provision of festive lighting, and made available to the local community to provide festive lighting if the group is no longer in a position to do so
- 15) Goods/items purchased with the assistance of the grant cannot be disposed of without the prior written consent of the Council
- 16) All publicity material, websites, marketing materials, switch-on-events should prominently and publicly acknowledge the grant award and funding from Argyll and Bute Council.

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ARGYLL AND BUTE COUNCILHelensburgh & Lomond Area  
CommitteeDevelopment and Infrastructure  
Services21 June 2018

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**HELENSBURGH WATERFRONT DEVELOPMENT PROJECT – END STAGE  
REPORT (STAGE 3)**

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**1.0 EXECUTIVE SUMMARY**

**1.1** The Helensburgh Waterfront Development project is all about creating a vibrant and attractive waterfront for the town. The main feature of the project will be a new leisure facility incorporating a swimming pool, with associated parking and public realm works to meet the needs of the local community. At the same time the flood defences will be increased to address current flooding issues in the area. The new leisure facility will be run on behalf of the council by the newly formed trust LiveArgyll.

**1.2** The principle aims and objectives for the project are to:

- Develop Helensburgh as a great place to live, work and visit, by delivering a new state-of-the-art leisure facility and swimming pool which meets the needs of the Helensburgh and Lomond community
- Add to what has been achieved through other projects such as CHORD and Hermitage Park regeneration, which have created an attractive, vibrant and contemporary town Centre that is attracting residents, businesses and visitors to the area.
- Encourage additional private sector investment in the waterfront area and town centre
- Through the steps above, support the Helensburgh and Lomond economy with increased opportunities for existing and new businesses

**1.3** This report provides a progress update on the delivery of the Helensburgh Waterfront Development Project, following the completion of the current stage of design development; and seeks the Committee's approval to move the project forward by submitting a formal planning application in respect of the design proposals; and by commencing the next stage of project development.

**1.4 Project Programme and Milestones** – the project remains on schedule to deliver a new operational leisure centre in July 2021, and to have completed the demolition of the existing leisure facility and the completion of all associated public realm works by December 2021.

**1.5 Design Development** – key points of progress for the design development through this stage are listed below for the elements of the project, which are set out in the approved Helensburgh Pierhead Masterplan Addendum (HPMA) 2012, they are:

- flood defence improvements
- public realm improvements
- reconfigured and adjusted car parking and bus/coach drop-off
- the provision of a new purpose built leisure centre, including swimming pool
- the demolition of the existing leisure centre building, subsequent to the new facility being brought into operation
- the safeguarding of specified areas for future developments, by others, including: retail; and landscaping / skate park / play park

**1.6** Public contribution. Feedback from local people has played a key part in developing the design for the new facilities. To reach this stage, we undertook a further round of public consultations, and targeted forums with key user groups and stakeholders. The designs are based on what people have said overall that they want, taking account of feasibility and cost e.g. providing catering facility, safeguarding an area for future development of facilities such as a skate park. We would like to thank everyone who took time to get involved and give their views.

**1.7 Costs / Funding** – The project has a current budget of £18,181,080, including £5million awarded from the UK Government Libor Fund, as well as forecast funds arising from the future retail development within the northern end of the site. The current cost plan is challenging, but we consider it to be robust, with the costs for approximately 70% of the designed elements having already been subjected to market testing during this stage, and with the remainder of market testing on-going as the design develops further in the next stage. Within the current cost plan significant allowances have been made for Inflation, Risk and Contingency.

**1.8 Project Governance** – we have undertaken a review of the current Project Governance structure and are satisfied that they remain fit for purpose to take us through the next stage of design development.

## **RECOMMENDATIONS**

**2.0** Helensburgh and Lomond Area Committee members are invited to:

- Approve the End Stage Report;
- Approve the submission of the formal planning application by the project team; and
- Approve the commencement of the next stage of project development as set out at Section 8 of the Report.

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ARGYLL AND BUTE COUNCIL

Helensburgh & Lomond Area Special  
Committee

Development and Infrastructure  
Services

8 June 2018

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**HELENSBURGH WATERFRONT DEVELOPMENT PROJECT – END STAGE  
REPORT (STAGE 3)**

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**3.0 INTRODUCTION**

**3.1** The purpose of the report is to provide members with a progress update on the delivery of the Helensburgh Waterfront Development Project, following the completion of the current stage of design development. The report: provides members with an update on the key areas of development as summarised previously at Sections 1.4 to 1.8, with further detail provided in the following sections; asks members to confirm that they are satisfied that the current stage of development has been satisfactorily completed; asks members to approve the submission of a formal planning application in respect of the design proposals as developed; and asks for members authority to commence the next stage of project development.

**3.2 Project Programme and Milestones** – providing members with an update on the programme for delivery agreed by members at the Area Committee Meeting in March 2017.

**3.3 Design Development** – where we report on the main elements of the project, as set out in the Approved HPMA 2012 (Extract drawing **Appendix A**), taken forward for development as part of the Helensburgh Waterfront Development (HWD) project, and developed through RIBA Stage 3, they are:

- improvements to existing flood defences;
- public realm improvements (**HPMA** Ref 6, and 7);
- reconfigured and rationalised car parking and bus/coach drop-off (**HPMA** Ref 5, 8, 9 and 10);
- the provision of a new purpose built leisure centre, including swimming pool (**HPMA** Ref 3a and 3b);
- the demolition of the existing leisure centre building, subsequent to the new facility being brought into operation (**HPMA** Ref 1); and
- the safeguarding of specified areas for future developments, by others, including: retail (**HPMA** Ref 2a, 2b and 2c); and landscaping / skate park / play park (**HPMA** Ref 4)

**3.4 Costs / Funding** – Consideration of the Anticipated Final Cost of the project at the end of RIBA Stage 3, in the context of the approved budget and the agreed programme

**3.5 Project Governance** – a review of the current project governance structure in the context of its Fitness for Purpose as we end RIBA Stage 3 and seek authority to commence RIBA Stage 4 – Technical Design.

## 4.0 RECOMMENDATIONS

**4.1** Helensburgh and Lomond Area Committee members are invited to:

- Approve the End Stage Report ;
- Approve the submission of the formal planning application by the project team; and
- Approve the commencement of the next stage of project development as set out at Section 8 of the Report.

## 5.0 DETAIL

5.1. The following sections provide members with further detail in respect of the development of the project through the current stage, the Core Objective of which is to *'Prepare the Developed Design, including coordinated and updated proposals for structural design, building services systems, outline specifications, Cost Information and Project Strategies in accordance with agreed Design Programme.'*<sup>1</sup>

### PROGRAMME MILESTONES

5.2 The project's development is proceeding on the basis of the following key milestones as approved by members in June 2017:

Project Programme		
Stage	Milestone/ Product/ Activity	Target Date
1	Procurement of external consultants	Mar-17 – Jul-17
2	External Cost Consultant Appointment	4-Aug-17
3	External Design Team Appointment	18-Aug-17
4	Stage 3 – Developed Design	Aug-17 to Jun-18
5	Planning Approval Process	Jun-18 to Dec-18
6	Stage 4 – Technical Design	Jun-18 to Jan-19
7	Building Warrant Process	July-18 to Jan-19
8	Full Business Case Approval	Feb-19
9	Procure Main Works Contractor	Jan-19 – May-19

<sup>1</sup> RIBA Plan of Work 2013 Overview. © RIBA 2013. Editor: Dale Sinclair. Published by RIBA, 66 Portland Place, London, W1B 1AD.



Project Programme		
Stage	Milestone/ Product/ Activity	Target Date
10	Main Works Contractor Appointment and Mobilisation period	May-19 – Jun-19
11	Construction Period	Jul-19 – Jun-21
12	New Swimming Pool Opens	Jul-21
13	Demolition of Existing Pool and Completion of Landscaping/Car Park	Dec-21

- 5.3 Members are asked to note that the date for submitting the planning application has been delayed to enable the project team to give further consideration to the significant number of submissions (circa 1,300) received through the Pre Application Consultation process, as a result of which this report is coming to the Area Committee for consideration on 21 June as opposed to a previously planned Special Area Committee at the beginning of June.
- 5.4 Whilst we are still at a relatively earlier stage in the project lifecycle, the project team is confident that the milestone of July 2021 for the new Leisure Centre being operational is deliverable, and that all remaining works will be complete by December of that same year.
- 5.5 The consideration of the End Stage Report and the subsequent submission of the planning application has been delayed, however we propose to offset this by asking for members' approval to commence the next stage of the design development process (Stage 4 – Technical Design) immediately, in advance of the planning decision.
- 5.6 Whilst there is some risk associated with this i.e. planning may impose requirements or restrictions that require us to revise our design, it minimises the programme risk of putting design development on hold for several months. This does not in any way pre-judge the outcome of the planning process, but on the basis that the principal elements of the design are aligned to the HPMA 2012 it enables us to start the technical design for core elements such as piling, rock armour, civil and structural engineering etc.
- 5.7 At the same time that we apply for Planning Permission we will also apply for a Marine Construction Licence from the Scottish Environmental Protection Agency (**SEPA**). Ultimately it will be for the individual authorities to determine whether our proposals are acceptable as submitted, require revision, or should have specific caveats/conditions placed on them.

## 6.0 DESIGN DEVELOPMENT

- 6.1 The fundamental elements of the project, have been developed from the Approved **HPMA** 2012, and they are:

- improvements to existing flood defences;
- public realm improvements (**HPMA** Ref 6, and 7);
- reconfigured and rationalised car parking and bus/coach drop-off (**HPMA** Ref 5, 8, 9 and 10);
- the provision of a new purpose built leisure centre, including swimming pool (**HPMA** Ref 3a and 3b);
- the demolition of the existing leisure centre building, subsequent to the new facility being brought into operation (**HPMA** Ref 1); and
- the safeguarding of specified areas for future developments, by others, including: retail (**HPMA** Ref 2a, 2b and 2c); and landscaping / skate park / play park (**HPMA** Ref 4)

6.2. In support of the design development a number of studies have been undertaken and reports produced (e.g. site investigations, drainage, structural, wave study, ecological, acoustic, traffic management, car parking etc.) which will as required be submitted in support of the Planning Permission and Marine Construction Licence applications. The key stage design drawings are included at **Appendix B**.

### 6.3 Improvements to Existing Flood Defences

6.3.1 At present, the site, and especially the southern end of it, is at regular risk of flooding from extreme tides, storm surges and waves. It is predicted that at present the site could be flooded on average once every 5 years.

6.3.2. The accepted predictions for the impact that a 1-in-200 year<sup>2</sup> Coastal Flooding event would have on the site is, flood water to a depth of 0.7metres. As this impact is only forecast to increase due to climate change, something has to be done now if we wish to develop the site, both to minimise the risk of flooding generally, but also to enable the site to cope with a predicted 1-in-200 year event.

6.3.3 To counter the flood risk our design proposals are such that the Finished Floor Level (**FFL**) of any building to be constructed on the site will be set no lower than 5.4m Above Ordnance Datum (**AOD**<sup>3</sup>.), which is some 0.75m higher than the predictions for a 1-in-200year event, and includes an allowance for the UKCP18 climate change predictions, which are due to be published in November 2018.

6.3.4. Additionally the new Leisure Centre will be positioned some 6.28m back from the improved sea defences, which is further than the 6.25m recommended by the EurOtop Manual as the safe distance for the buildings.

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<sup>2</sup> Scottish Planning Policy defines a 1-in-200 year event as 'having a greater than 0.5% (1:200yr) annual probability of river or coastal flooding'.

<sup>3</sup> AOD: Above Ordnance Datum" - In the British Isles, an ordnance datum or OD is a vertical datum used by an ordnance survey as the basis for deriving altitudes on maps. A spot height may be expressed as AOD for Usually mean sea level (MSL) is used for the datum.

- 6.3.5. A site such as this requires that we provide a surface water drainage system, basically a network of drains/gullies, pipes, interceptors and non-return valves which collect any rain water falling onto the site and discharge it back out to sea. This will be supplemented by an additional drainage system on the southern and eastern sides of the site to deal with potential wave overtopping of the flood defences. It will provide discharge points through the reinforced concrete perimeter wall, with non-return flaps on the seaward side.
- 6.3.5 Throughout the design process, climate change has been, and will continue to be considered. We are confident that in our design we have included sufficient space around the perimeter of the site to enable the flood defences to be further augmented in the future, should current accepted forecasts of climate change impacts be significantly revised. It is also important to remember that the Design Life for the new Leisure Building is 40years and that the Climate Change impacts, upon which we have based our design, are forecast out to 2080, or some 20 years after the new building would have reached the end of its operational life.
- 6.3.6 As part of our design we have also had to ensure that in improving the flood defences at the pierhead, we are not simply moving a problem elsewhere along the coast. The modelling work that we carried out, which included a review of historical maps indicating a stable beachline in the area for the last 175 years, reassures us that significant tidal drift along the adjacent coastline, as a result of us raising the levels on the pierhead, is unlikely.

## **6. Public Realm Improvements (HPMA Ref 6, and 7)**

- 6.4.1 The design proposals for the project look to build upon the success of the Helensburgh CHORD Public Realm Improvements, in terms of complimentary materials to those used for example in Colquhoun Square e.g.
- Granite paving stones in four colours (violet, yellow, white, and pink)
  - Granite setts in four colours (violet, yellow, white, and pink)
  - Granite kerbs and upstands
- 6.4.2. We have introduced a walkway around the perimeter of the site for use by pedestrians, joggers, cyclists and the like
- 6.4.3. We are introducing soft landscaping the placement of trees, shrubs, turf, wildflower turf, and connecting the site to the water by the use of individually placed rocks/boulders, which match the rock armour of the sea defences.
- 6.4.4. We have worked with the John Muir Trail and we will relocate the circular engraved plinth from its current location to the landscaping at the entry to the site on the junction of Sinclair Street and West Clyde Street. This will be the starting point for an area of soft landscaping along the northern end of the site which then ties in with the existing soft landscaping on the esplanade.
- 6.4.5. As noted at Section 6.8.1 we have safeguarded an area at the north of the site for the future development of public realm / skate park / play park facilities.

- 6.4.6. We have sought to break up the car parking provision by the careful placement of soft landscaping elements at key points within the site, and have taken on board feedback from the consultation by locating the Coach/Taxi Drop-off close to the new Leisure Building, and the Coach Parking (short to med term) closer to West Clyde Street.

**6.5 Reconfigured and Rationalised Car Parking and Bus/Coach Drop-off (HPMA Ref 5, 8, 9 and 10)**

- 6.5.1 The HPMA sets out the requirement for the following parking provision, which is in accordance with local planning policy:

- Car Parking for the Leisure Centre – 100 spaces
- Car Parking for General Public – 165 Spaces
- Coach and Taxi drop-off
- Coach Parking (short to mid-term use)

- 6.5.2. Our design delivers **all** of the requirements set out in the HPMA and as noted at 6.5.1, in addition:

- We have taken on board feedback that has been received through the consultation process in defining the areas for Coach/Taxi drop-off and Coach Parking (short to mid-term use). The drop-off facility, which can accommodate 2 coaches, will be located on the eastern side of the new Leisure Building as that is the building where most of the vehicles passengers will be heading to. The short to mid-term parking, which again can accommodate 2 coaches, will be located on the Sinclair Street entrance into the site and close to West Clyde Street, which means that coach passengers who have walked into the town centre will not have to walk the full length of the pierhead to get back on to their coach before departing.
- We are providing a dedicated cycle shelter for up to 20 bicycles adjacent to the Leisure Building entrance.

- 6.5.3. A significant element of the feedback which was received through the consultation process was to do with the perceived reduction in car parking spaces i.e. how will traffic be managed when you are going from 550 car parking spaces to 265 spaces. The figure of 550 spaces is in fact misleading and our Car Parking Survey revealed that only 447 spaces are actually marked out. This is due to a number of factors, including:

- The known issue of flooding at the southern end of the site in winter months. Generally vehicle owners avoided this end of the site as they did not want to risk damage to their vehicles (approximately 50 – 60 spaces affected).
- The presence of the fun fair (approximately 1/5<sup>th</sup> of the area available for parking), which operated from the western side of the site during the spring/summer each year, and which had done so since the early 1970's.
- The provision of space for a community recycling facility

6.5.4. The Pierhead Car Park is located off East/West Clyde Street, and is made up of two distinct sections, described as:

- Pierhead (short stay) – this section is located adjacent to the town centre and Helensburgh Swimming Pool. It has parking charges and a maximum duration of stay of nine hours. The parking charges are controlled using a Pay and Display arrangement.; and
- Pierhead (long stay) – this section comprises the south of the site and is designated as long stay and has no associated parking charges
- There is also the area of vacant land where the Mariners building once sat. Whilst it is used by members of the public for parking cars and vans, it is not a designated car park, and the site only recently came into the ownership of the Council.

6.5.5. The primary reason people choose the pierhead car park is due to price, and the primary reason for not using it is its location. With the introduction of the new Grant Street Park & Ride facility a number of commuters are now parking their vehicles there, rather than the Pierhead

### Utilisation of Car Parking Provision

6.5.6. As part of the projects development we undertook a car parking survey, the report from which will be submitted in support of the formal planning application. The key findings from the survey can be summarised as follows:

#### ***Pierhead Short Stay Car Park***

- The car park has 139 marked parking bays
- The summer weekday maximum occupancy was just **37%** between 12:00 and 13:00.
- The summer weekend survey results show a maximum occupancy of **68%** between 15:00 and 16:00.
- Turnover at the short stay section of the car park during both the summer weekday and weekend survey was on average less than two cars per space. **This implies that turnover is low.**
- The winter surveys showed the maximum occupancy was **29%** between 14:00 and 15:00 on Friday and **35%** between 14:00 and 15:00 on a Monday.

#### ***Pier Head Long Stay Car Park***

- The car park has 338 marked parking bays
- This section of the Car Park is **free of charge and has no time restrictions** in place.
- The summer weekday survey results show a maximum occupancy of **59%** between 12:00 to 13:00.
- The weekend survey results show a maximum occupancy of **53%** between 14:00 and 15:00.

- The highest turnover in spaces in the long stay section during summer was experienced during the weekday and was on average less than 1.5 cars per space. **Therefore turnover recorded in the summer months is low.**
- The winter surveys showed the maximum occupancy was **47%** (between 14:00 and 15:00 on Friday and **40%** during 13:00 and 14:00 on a Monday).

### **Reduction in Pierhead Car parking in the context of Helensburgh Town Centre**

- 6.5.7. Our Car Parking Survey demonstrates that (excluding the Pierhead Car Park) there is off-street parking capacity available in Helensburgh town centre at Maitland Street, Sinclair Street and the Co-op Multi-Storey Car Park.
- 6.5.8. These three car parks provide a total of 420 spaces and at the busiest period surveyed, the total number of spaces occupied was 322 (77% occupied).
- 6.5.9. This, coupled with the occupancy results for the Pierhead Car Park as a whole indicates that in general terms (i.e. number of parking bays) there is sufficient off-street car parking capacity for parking in Helensburgh compared with demand, even with the proposed reduction at the Pierhead site.
- 6.5.10 Once the Pierhead site has been developed and is operational officers will review the parking management strategy for Helensburgh town centre.

### **6.6 Provision of a New Purpose Built Leisure Centre, including Swimming Pool (HPMA Ref 3a and 3b)**

- 6.6.1 The team from Darnton 3B, which is leading on the design development of the new Leisure Centre building, have delivered a number of similar buildings for other local authorities in both Scotland and England. They have a keen understanding of what makes a successful and financially sustainable leisure centre, achieving a balance between the core requirements to keep operation and maintenance costs low, whilst delivering quality facilities that meet the operators and customers' needs and expectations, and thereby generating the revenue returns. Throughout the design development process we have members of the Live Argyll facilities and operational management team advising us on their operational requirements, which are driven by their business model, and significant experience of operating leisure buildings and facilities throughout Argyll and Bute.
- 6.6.2. The new Leisure Centre will be located at the southern end of the site with the main entrance being at the north-west corner providing access into a cafeteria, which has been introduced in response to the feedback received through the consultation process. Passing through the café and the reception and turnstiles provides access to the changing village and pools beyond. This location has been chosen for a number of reasons, including that:
- It enables the building to positively engage with the Firth of Clyde, the pier head and slip way

- It provides a direct line of sight from the building to the town and Colquhoun Square
- It orientates the pool hall directly north which eliminates the dangerous phenomenon of “spectral glare” on the pool water. This is a critical issue as ‘spectral glare’ can make it extremely difficult for a lifeguard poolside to see what is happening below the surface of the water.
- It orientates the fitness suite and activity studio spaces due south with a spectacular elevated aspect over the Firth of Clyde.
- It uses the mass and weight of the building as a screen to the prevailing winds to afford shelter and protection to the car parking areas
- It allows the existing pool to remain in use throughout the construction period, which is a key consideration for the project

6.6.3. A key consideration in the development of this building has been with respect to accessibility, and there are a number of features and the facilities included in our design proposals to enable as many people as possible to make use of the facilities, irrespective of their individual’s abilities and needs. Some of these are the standard ones which everyone has quite rightly come to expect, others are following best practice guidance, and include the following:

- Lift access to all floors, with a 17 person lift incorporating 1100mm wide access doors
- Only installing internal staircases where it is absolutely essential to do so e.g. fire escape stairwells
- By providing pool pod access facilities, as opposed to hoists. The benefit of this type of system is that it can be user controlled, and utilised by wheelchair users and those with mobility problems. It puts the control and independence back in the individuals’ hands, as opposed to having to rely on another party for assistance. The picture below is an example of such an access system



- The provision of a changing places toilet. Standard accessible toilets do not meet the needs of all people with a disability. People with profound and multiple learning disabilities, as well as people with other physical disabilities such as spinal injuries, muscular dystrophy and multiple sclerosis often need extra equipment

and space to allow them to use the toilets safely and comfortably. These needs are met by Changing Places toilets. Each Changing Places toilet provides:

### **The right equipment**

- a height adjustable adult-sized changing bench
- a tracking hoist system, or mobile hoist if this is not possible

### **Enough space**

- adequate space in the changing area for the disabled person and up to two carers
- a centrally placed toilet with room either side
- a screen or curtain to allow some privacy

### **A safe and clean environment**

- wide tear off paper roll to cover the bench
- a large waste bin for disposable pads
- a non-slip floor

6.6.4. On the first floor there will be a fitness suite and two flexible use activity studios with associated changing rooms and storage. Running west to east at first floor will be a corridor with a fully glazed partition wall to provide unrestricted views of the main swimming pool and training pool below. This will provide viewing capacity for up to 160 spectators at any given time (80 seated and 80 standing). This can be supplemented by the viewing gallery from the cafeteria providing as it does views into the training pool. When there is the specific need for additional spectator seating this can be accommodated by the flexibility that the moveable floor will provide. The floor can be set at the level of the pool surround and thereby provide additional seating for spectators, competitors or coaches if required.

6.6.5. On the first floor there will be a multi-functional space, which can be used for meetings, interactive play/children's party area, and as an area for catering/rest for officials during swimming galas. Live Argyll are also developing their proposals as to how one of the studios can be used to provide a soft play facility e.g. using mobile soft play equipment that can be stored and utilised in a far more spacious environment.

6.6.6. We are confident that our design proposals achieve the balance between affordability, accessibility, buildability and desirability, and that confidence appears to have been backed up by a recent online survey wherein of the 1,109 responding:

- 59% preferred our proposed location for the new leisure centre, as opposed to that indicated;
- 59% were content with the provision of spectator seating;



- 70% supported the inclusion of a full height glazed partition between the catering area and training pool;
- 70% considered that our design for the new leisure centre took account of the prominent location of the pier head site
- 98% supported a café facility rather than just a vending option.

**6.7 Demolition of the Existing Leisure Centre Building, Subsequent to the New Facility Being Brought into Operation (HPMA Ref 1)**

- 6.7.1 Whilst the main construction works are programmed to complete in July 2021 with the opening of the new Leisure Building, that will not be the end of works on site, and these will continue through until the end of December that same year.
- 6.7.2. With the new building in operation we will have unrestricted access to the old building to undertake the necessary utility services isolations and disconnections, followed by asbestos removals where necessary.
- 6.7.3. The old building will be stripped of any reusable/recyclable fittings, materials etc., with the opportunity for local groups or 3<sup>rd</sup> sector organisations to make use of them. The building will then be demolished with waste materials disposed of in accordance with the regulations, before the public realm works are completed to the North-west corner of the site and the 'safeguarded' area of land made good.
- 6.7.4. Only at the point when the demolition / making good has been completed will all of the physical works have been delivered.

**6.8 Safeguarding of Specified Areas for Future Developments, by Others, including: Retail (HPMA Ref 2a, 2b and 2c); and Landscaping / Skate Park / Play Park (HPMA Ref 4)**

- 6.8.1 The HPMA identifies a number of elements, which are out with the scope of this current project, but of which we have taken account in developing our design proposals. These include:
- An area for future development in respect of Public Realm / Skate Park / Playpark. There is significant interest locally in respect of what will happen to the existing skate park facility. We have ensured through our design proposals that an area of land is retained which could, if the necessary approvals and funding are in place, be used to provide a facility such as a skate park.
  - An area for future retail development. Feedback from the consultation process raised a number of concerns in respect of additional retail development on the pierhead. Such a proposed development, whilst not part of this project, is supported by the HPMA and planning policy. It must be appreciated, that as previously set out at Section 1.7 of this Report, that the overall affordability of the project is reliant upon such a development. If retail development was not permitted we would have to consider what impact that would have on the projects' scope and schedule.

## 7.0 COSTS AND FUNDING

7.1 The overall project budget of **£18,181,080** was approved by members 14 June 2016, on the basis of TPI indices taken to midpoint construction Qtr.1 .2018.

7.2 A summary of the End Stage Cost plan is provided at **Appendix E**

7.3. Members will wish to note that following the submission of the End Stage Cost Plan by Robinson Low Francis (**RLF**), the appointed cost consultants, the Anticipated Final Cost of delivering the project, is now £18.679 million. This is an increase of £0.498 million from the Position Statement issued to members in June 2016. The breakdown of costs is as follows:

### Reasons for Increases

7.4. In the previous stage of the project's development the Cost Plan was based on a preliminary design i.e. outline designs for structural elements, building services (heating, lighting and power etc.), and outline specifications. In this stage the Cost Plan is based on the co-ordinated and updated designs for these elements and systems, which have been informed by the various technical surveys and site investigations etc.

7.5. Substructure costs have significantly increased due to the project now having the full piling and ground beam design details informed by the site investigation report which was not available during the previous Stage of development.

7.5. RLF now have a more detailed material specification to work with. This has allowed them to market test preferred materials, which has returned rates higher than initial costings. It should be noted that this is also reflective of current tendering conditions nationally.

7.6. The new electrical sub-station has now been quoted at £285k. Whilst this appears to result in a £255k increase from the previous Cost Plan allowance it should be noted that the previous cost did not include for all HV/LV cable diversions across the site as well as the supply and installation of new substation and associated supply/distribution cabling into the new leisure centre.

7.7. The provision of the Café / Served, as opposed to a simple vending machine facility has now been included within the Cost Plan. This enhanced facility was not included in the June 2016 paper, but is being incorporated as a result of the feedback from the consultation process.

7.8. Professional fees have increased due to the inclusion of fees associated with the future appointment of a Clerk of Works and the short term appointment of a Marine Planning Consultant (commission now ended) which were not previously allowed for. The Clerk of Works fees have now been calculated and added on the basis of a more informed project schedule and outline construction methodology, and informed by current market rates on similar

projects such as the Queens Hall Refurbishment (Dunoon) and Rothesay Pavilion refurbishment. The Marine Planning Consultant commission was a short term appointment whilst we undertook a recruitment exercise to provide the Council with that resource in-house

- 7.9. The impact of inflation. At the previous stage the project had a scheduled construction of Q1/2018, the construction mid-point in the schedule approved in June 2017 is Q2/2020. We have therefore made additional allowance for the impact of inflation on the overall project costs based on the Trade Price Index (TPI) of Public Sector Building Non-housing, Social Housing Building and Road Construction.
- 7.10. Members should be reassured that whilst the current cost plan indicates a variance with the approved budget, it does not commit the Council to any additional expenditure over and above the development funding previously approved by the Policy and Resources Committee. There are a number of factors which could be affecting current and future market prices (either up or down) e.g. fuel price volatility and its impact upon manufacturing costs, economic uncertainty and its impact upon inflation, international trade relations and their impact upon raw material prices (e.g. US Steel Tariffs), large projects moving to implementation affecting the availability of material, plant, equipment and resources (e.g. HS2). These are things which the project team, and more specifically the cost consultants, are constantly monitoring, to ensure that as far as possible the cost plan reflects real time market data. It is however a situation which will only be finalised at the point where we receive actual tender price submissions, and it is at this point that the Area Committee and the Policy and Resources Committee of the Council will be in an informed position to consider the overall affordability of the project.
- 7.11. As noted elsewhere in this Report, our current Cost Plan includes significant allowances to deal with a lot of the 'known, unknowns' through Inflation, Risk and Contingency allowances. However we will continue to develop efficient design solutions and explore all opportunities for leveraging in external funding support for the project as a further means of addressing this issue.

## **8.0 STAGE 4 – TECHNICAL DESIGN**

- 8.1 The report requests authority for the Project Team to progress to Stage 4 – Technical Design consequent to a positive decision on the Recommendations put before Members in this Report. The budget is in place for the next stage of the projects' development as a consequence of the decision taken by the Policy and Resources Committee (16 August 2016) to approve the drawdown of up to £1m from the HWD capital budget allocation to enable the project to be progressed to the end of the detailed design (Stage 4), to secure the necessary statutory approvals and bring forward the Full Business Case.
- 8.2 **Stage 4 – Technical Design**; Constitutes the technical design of the project comprising: technical detailing and specification of all component parts; building warrant submissions; quantification and production of Bills of Quantities; Publication of Contract/s Notice/s, Pre-Qualification of Contractors, and Issue of

Invitations to Tender; and concluding with a Contract Award for the Main Construction Works, subject off course to all of the necessary statutory permissions being in place and the project delivering a positive Full Business Case.

- 8.3 Programme Implications;** instructing the design team to progress with stage 4 Technical Design in advance of planning approvals being granted by Argyll and Bute Council does carry an element of risk. It incurs expenditure of further professional fees prior to the determination of the planning application by Argyll and Bute Council, the outcome of which is unknown. However it maintains programme and project momentum towards the opening of the leisure centre in 2021.

## **9.0 PROJECT GOVERNANCE**

- 9.1** Members will be aware that Capital Regeneration Projects, such as this are delivered under the PRINCE2 (**P**rojects **I**n a **C**ontrolled **E**nvironment) methodology. This generally means that reporting is on a 'by exception' basis i.e. when the project is, or is forecast to be, out with agreed tolerances.

- 9.2** In taking forward the development of the project, to the completion of the Technical Design (RIBA Stage 4) and the submission of the Financial Business Case (FBC) for approval, the following project tolerances are proposed:

- Project Programme – i.e. project schedule = + / - 2 months.
- Project budget – i.e. resource allocation = + / - 5% of agreed budget subject to a minimum of £50,000.

- 9.3** Highlight / Progress reports will be prepared for both the Project Board (including the Helensburgh and Lomond Area Committee) and the Programme Board (including the Policy & Resources Committee) when the project is out with these tolerances. The reports will highlight progress made versus plan, changed risks, deviation from Plan, resources required and financial and budgetary matters. The standard Council template will be followed for these reports.

- 9.4** The key project roles and responsibilities are as outlined in the Governance Organogram **Appendix C**

## **10.0 THE PRE-APPLICATION CONSULTATION PROCESS (PAC)**

- 10.1** In terms of the Planning Process our project is defined as a 'major' development, which means that we have to comply with the PAC process and undertake at least one public exhibition/consultation event during the stated 12 weeks. At this event we should present our proposals for the development, and give interested parties the opportunity to feedback their comments, questions, concerns etc.

- 10.2.** At the end of the 12 weeks we must review all of the feedback and consider if

and how we should address the feedback that has been received. In some instances it is as simple as providing a response to a question or a point of clarification. For others it is considering suggestions for revisions to our proposals, or even alternatives. These revisions or alternatives should be considered against a set of agreed criteria, in for this project we agreed the criteria with the Helensburgh Community Council through the Community Participation Request process (Ref 171024-00290), and then made them publicly available on our website and in the newspaper advertisements and leaflets for our public events.

- 10.3. The Council considered it essential, given the importance of the project and its potential impact upon Helensburgh and the surrounding areas, that we did more than the minimum required of us. For that reason, and in advance of the PAC Process we held a number of targeted focus group sessions to pick up of the expectations, wishes and concerns of for example swimming clubs, family/carers of those with additional needs, groups representing the elderly, operational staff (e.g. fitness and swimming instructors).
- 10.4. For the PAC process we arranged 3 separate public events on 26 March, 30 April and 15 May. Following the first public event we met with the Community Council to gauge reaction to the event, at which they raised a number of comments in respect of the timing and publicity for the remaining events. Subsequently we extended the timings for one of the events until 21:00hrs to give commuters the opportunity to attend. We also produced 1,000 flyers advertising our proposals and the events, and with the assistance of the Community Council and others we circulated these to local businesses, schools etc.
- 10.3 As noted elsewhere in this Report there are a number of instances where it has been possible for us to react in a positive fashion to the feedback from the PAC Process, including in respect of: protecting land for future development of a skate park facility; providing flexibility within our design proposals to enable us to provide additional spectator seating if required; and enhance the proposed catering function to provide space for a café facility.
- 10.7 Nonetheless there are instances where it has not been possible for us to provide a positive response, simply because what has been put forward would have a negative impact upon our project in terms of some or all of the following:
  - Statutory Approvals Process (e.g. planning, building warrant, marine licence applications);
  - Best Practice and accessibility;
  - Affordability (capital costs);
  - Buildability;
  - Financial Viability (operating costs/revenues)
  - Desirability

**Appendix D** to this Report provides a summary of the main issues raised through the Consultation Process and our consideration of them.

## 11.0 CONCLUSION

**11.1** The Helensburgh Waterfront Development project is a complex, multi-disciplinary project that includes a number of: design and construction interfaces; statutory approvals; construction logistics; and utility diversion and upgrading requirements.

**11.2** The Developed Design proposals as set out in this End Stage Report represent the optimal balance between the requirements of the key project constraints, namely:

- Compliance with the known requirements of Statutory Approvals Processes (e.g. planning, building warrant, marine licence applications);
- Alignment with Best Practice and Accessibility requirements;
- Affordability (capital costs);
- Buildability;
- Financial Viability (operating costs/revenues)
- Desirability in terms of providing services, facilities and functionality as desired by the widest possible cross section of potential users

**11.3** We commend this report to the members of the Helensburgh and Lomond Area Committee, and seek their support for our recommendations as set out previously at Section 2 and 4.

## 12.0 IMPLICATIONS

**12.1. Policy** – The delivery of these projects fits with, as appropriate, the Council's Corporate Plan, Single Outcome Agreement, Economic Development Action Plan and approved Local Development Plan key actions and policy for safeguarding our built heritage and town Centre regeneration.

**122 Financial** –In order to progress the Helensburgh Waterfront Development to detailed design stage, secure statutory approvals and come forward with a FBC, design and cost consultants services are being funded from the £1m project development funding approved by P&R in August 2016.

**123 Legal** – Legal Services will provide support as and when required.

**124 HR** – The Helensburgh Regeneration Project Manager continues to project manage the projects on a day to day basis, supported by colleagues from other departments of the Council.

**125 Equalities** – An Equalities Impact Assessment will be undertaken during the next stage of project development and reviewed on a regular basis as the project progresses.

**126 Risk** – The Helensburgh Waterfront Development Project has a costed Risk Register has been drawn up and will be regularly monitored with update reports provided to members at key project milestones.

127 **Customer Service** – None.

**Executive Director of Development and Infrastructure Services: Pippa Milne**  
**Policy Lead: Cllr Gary Mulvaney**

18 June 2018

**For further information contact:** Andrew Collins, Helensburgh Regeneration  
Project Manager, Tel: 01436 657633 or Mobile: 0781 081 4465

**Appendix A – Helensburgh Pierhead Masterplan Addendum 2012, Extract Plan**

**Appendix B - RIBA Stage 3 – Key Design Drawings and Room Schedules**

**Appendix C – Governance Organigram**

**Appendix D – PAC Summary & Master Response Table**

**Appendix E - RIBA Stage 3 Cost Plan Summary (Exempt Item)**

**APPENDIX A**  
**HELENSBURGH PIERHEAD MASTERPLAN ADDENDUM 2012**  
**EXTRACT PLAN**



#### 4.2 Masterplan proposal

1. Foot print of existing pool
- 2a. Retail units (1325m2 gross)
- 2b. Additional retail once existing pool demolished (720m2 gross)
- 2c. Additional retail unit if Mariners site developed (620m2 gross)-
- 3a. Pool and Leisure building 2250m2 footprint (as stage c report)
- 3b. Possible extension to pool building 600m2
4. Landscaping / skate park / play park
5. Coach and taxi drop off
6. Public space in front of pool building.
7. Public walkway round site
8. Parking for pool 100 spaces (shaded pink)
9. General public parking (shaded grey) 165 spaces
10. Coach parking (short- mid term)
11. Mariner's site (dotted red)



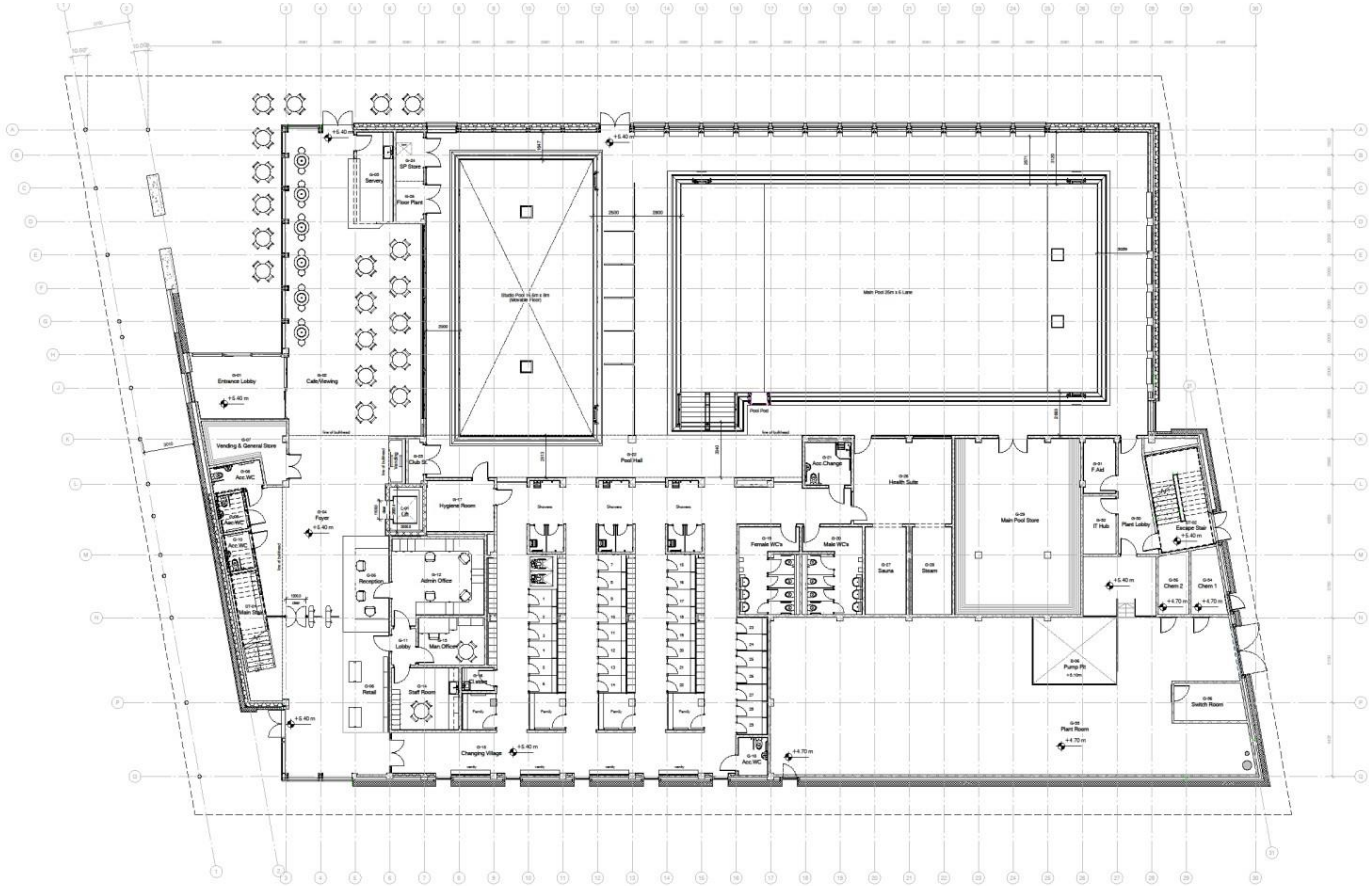
**APPENDIX B**

**RIBA STAGE 3 – KEY DESIGN DRAWINGS AND ROOM SCHEDULES**



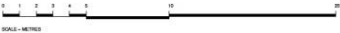


Ground Floor



Level 00 Ground Floor

1:100



CHIEF

CLERK

ARCHITECT

NEWTON

MANCHESTER

LEIGH

PLANNING

**darnton**  
ARCHITECTURE

LEEDS

The Darnton Group: Architects, Planners, Engineers, Surveyors, Quantity Surveyors, Project Managers, LEEDS CITY  
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NO.	NAME	DATE	STATUS
001	Project & Brief Document	01/12/18	OK
002	Masterplan/Concept Scheme	01/12/18	OK
003	Masterplan/Concept Scheme	01/12/18	OK
004	Masterplan/Concept Scheme	01/12/18	OK

1:100

NO.	NAME	DATE	STATUS
001	Project & Brief Document	01/12/18	OK
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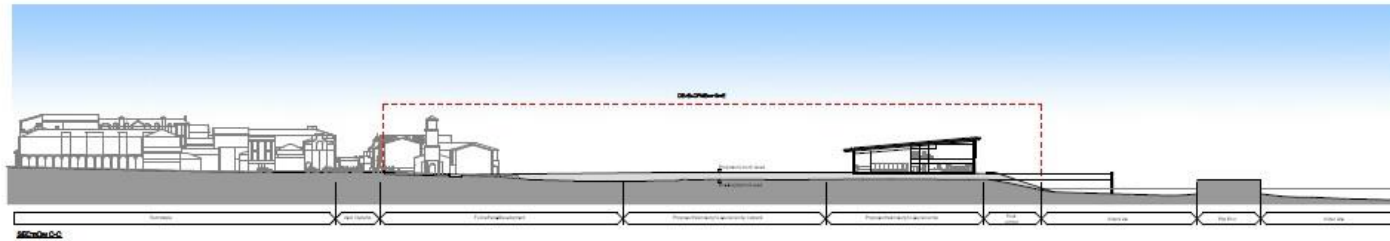
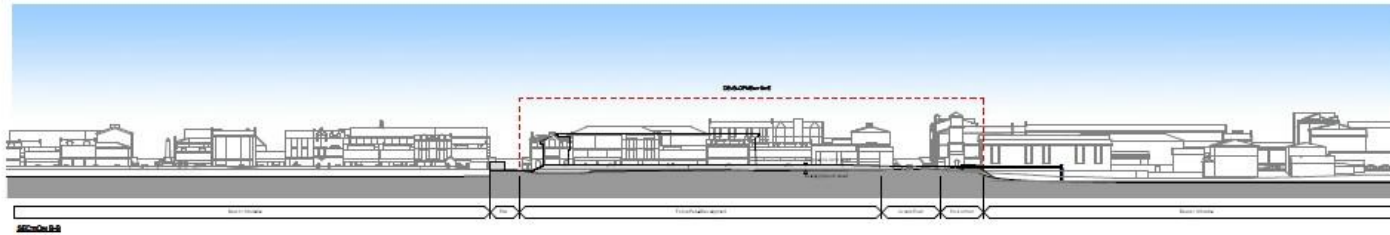


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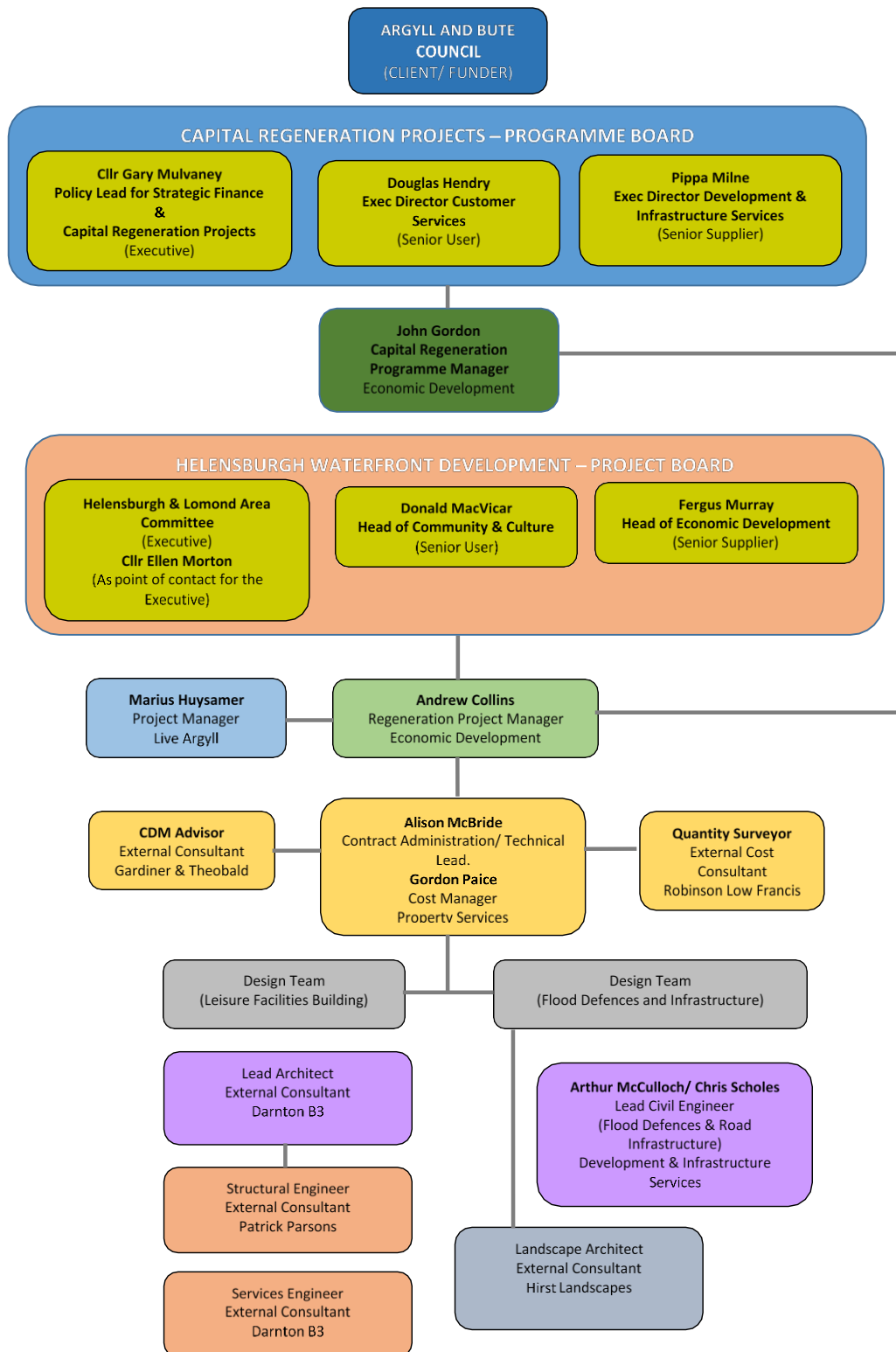


A cross-section diagram of a bridge deck. The diagram shows a concrete deck with a central section labeled "Steel Deck" in red. Below the deck, there are several layers: a "Concrete Deck" layer, a "Steel Deck" layer, and a "Concrete Deck" layer. The diagram also shows the "Bridge Deck" and "Bridge Deck" components. The diagram is labeled with "Bridge Deck" and "Bridge Deck" in red.





**APPENDIX C**  
**GOVERNANCE ORGANOGRAM**



**APPENDIX D**

**PRE – APPLICATION CONSULTATION (PAC) SUMMARY**

## 1 PRE-APPLICATION CONSULTATION (PAC) SUMMARY REPORT

### 1.0 Pre-Application Consultation (PAC) Requirements

Statutory requirements for PAC are set out in the Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2008 and the relevant provisions of the Town and Country Planning (Scotland) Act 1997 as amended by the Planning etc. (Scotland) Act 2006.

Under Regulation 4, all national and major developments are required to carry out PAC between developers and communities.

#### 1.1 EIA Screening Opinion

Helensburgh Waterfront Development falls under Schedule 2 of the Environmental Impact Assessment (Scotland) Regulations 2011 (EIA) therefore a Screening Opinion Report produced by RSK will be submitted for an EIA Screening Opinion.

#### 1.2 The Proposals

The proposals for the Helensburgh Waterfront are based on the fundamental elements as set out in the approved Helensburgh Pierhead Masterplan Addendum 2012 plan (HPMA 2012) produced by Gareth Hoskins Architects

##### **Appendix A:**

- improvements to existing flood defences;
- public realm improvements
- reconfigured and rationalised car parking and bus/coach drop-off to provide 265 parking spaces
- the provision of a new purpose built leisure centre, including swimming pool
- the demolition of the existing leisure centre building

Although the proposals for other elements as identified in the HPMA 2012 are not being taken forward as part of our planning application, our proposed site plan has identified areas for both retail and landscaping / Skate Park / Play Park.

### 3.0 PAC and Stakeholder Engagement Activities

#### 3.1 Helensburgh Community Council Participation Request

In October 2017 Helensburgh Community Council submitted a Community Participation Request (CPR Ref: 171024-00290) to Argyll and Bute Council. The request sought in general terms to develop “a *consensual community view that the completion of the multi-million-pound Helensburgh Waterfront Development Project will have met and exceeded the aspirations of the Helensburgh community*”. The CPR was approved in November 2017 and

amongst other matters agreed the criteria against which all submissions to the Pre Application Consultation process would be assessed i.e.

Does what someone has suggested meet all the laws and standards;

- Does the suggestion take account of 'best practice' and does it allow as many people as possible to use the facilities, whatever their personal circumstances might be;
- Can the suggestion or suggestions be afforded within the budget that we have available;
- Can the suggested changes actually be built;
- Does the suggestion mean that it would cost us more to run the building, car park etc. in the long or that we wouldn't be able to bring in as much money from them
- Does the suggestion consider what the people who will actually use the building, car park etc. want, as well as the local communities and visitors to the town?

### 3.2 Stakeholder Engagement Activities

During January 2018 four Focus Group and one Drop-In Sessions took place to help to capture the views on the HWD design proposals from a cross section of the community. The sessions were facilitated by Helen Ford, Helen Ford Consulting Ltd and a copy of the Feedback from the sessions will be submitted as part of Full Planning Permission Application.

Thirty- two invitations were sent out two-weeks in advance of the event along with an outline of the format of the Focus Group Sessions.

### 3.3 Stakeholder Engagement Feedback Summary

The following points were raised most frequently across the five sessions:

1. Very positive feedback on look and general layout of leisure facility
2. Support for moveable floor in studio pool
3. Support for servery within café
4. Feel proposed provision of spectator seating is inadequate in terms of space, comfort and interaction with swimmers
5. Concerns over exposed location of leisure building and in particular entrance in NW corner of site.
6. Question extent/design of proposed coastal sea defence works
7. Need for coach parking on/directly adjacent to Waterfront Development.
8. Question whether car park provision adequate
9. Feel slipway design not adequate to meet user needs

As a direct result of the Stakeholder Engagement, the initial car park design was altered to include area for bus parking and bus drop-off. In addition, the

design for the café in the leisure centre was altered to include a servery.

The points raised during the Stakeholder Engagement mirrors many of the points raised during the formal PAC process. Responses to the queries above can be found in our Master Responses Table 1. Below:

### 3.4 Pre-Application Consultation with Statutory Consultees

On the 14 February 2018 a meeting was held at Helensburgh and Lomond Civic Centre, Helensburgh with representatives from the following statutory consultees:

- SEPA
- Development and Infrastructure Services (Argyll and Bute Council)
- Environmental Health Department (Argyll and Bute Council)
- Biodiversity Officer (Argyll and Bute Council)
- Flooding Advisor for Argyll and Bute Council
- Core Paths Officer (Argyll and Bute Council)
- West of Scotland Archaeological Service
- Scottish Natural Heritage
- Scottish Water
- Helensburgh Community Council

Apologies were given by Marine Scotland, Historic Environment Scotland and Marine Operations Manager for Argyll and Bute Council.

The purpose of the meeting was to introduce the proposals to the consultees and to invite their initial opinion and advice on where further information is likely to be required before the submission of a planning application. A summary of the meeting will be submitted as part of Full Planning Permission Application.

### 3.5 Proposal of Application Notice (PAN)

A PAN notice was submitted on 26 October 2017 to Argyll and Bute Council Central Validation Team.

A copy of the submitted PAN will be submitted as part of Full Planning Permission Application, together with the response from Argyll and Bute Council Planning Department. The reference provided for the PAN notice is 18/00603/PAN.

### 3.6 PAC Activities

The minimum PAC requirements for a “major” application are:

Minimum Activity	Evidence of Compliance
Consult every Community Council (CC) whose area is within or adjoins the land where the proposed development is situated	A full list of Community Councils is set out in our PAN notice. These represent the area in and around the new development which have an interest in the proposed facilities. In addition, we notified through the PAN notice a number of key Stakeholders who were contacted during the informal Stakeholder Engagement process
Provide each relevant CC with the PAN	Email sent to list of CC contacts informing them of the
Hold at least one public event where comments can be made to the prospective applicant.	In total three public events were held at Victoria Halls, Helensburgh, G84 8TU, on 26.03.18, 30.04.18 and 15.05.18
The format of the public event should be as set out in the PAN or as prescribed by the planning authority.	The public events were as described in the PAN Notice with the exception of 30.04.18. On this day the opening hours were extended until 21.00 at the request of the public.
Advertise the public event at least seven days in advance in the local newspaper to enable members of the CCs and public to attend the event (following the prescribed advert requirements)	The publication dates of adverts in Helensburgh Advertiser and the Lennox Herald were 21.03.18 and 22.03.18.
Collate a PAC Report in accordance with requirements to confirm that PAC has taken place in line with statutory minimum requirements and any further requirements set by the Planning Authority in response to the PAN	PAC Report

Argyll and Bute Council issued a response letter to our PAN notice that confirmed receipt of the PAN and advised that the Planning Department did not consider anything further requirements were needed in addition to those activities already proposed.

## 4.0 Consultee Feedback

### 4.1 Early Consultation with User Groups

A summary of the Stakeholder Engagement undertaken by Argyll and Bute Council in advance of the PAC process is described in section 3.1 and 3.2. The full report on Stakeholder Feedback will be submitted as part of Full

Planning Permission Application.

## 4.2 Summary of Consultation Comments and Feedback

Consultation feedback was gathered in the following ways:

- via email directly to project contact ( Andrew Collins, Project Manager)
- gathered from paper feedback forms available at three display venues
- gathered from paper feedback forms available during the three public engagement days
- Email and letter responses from stakeholder groups/ consultees such as Sustrans, Central Scotland Green Network Trust etc.
- Helensburgh Community Council (HCC) Community Survey Report

In response to the comments gathered from the public, we have created a Master Responses Table.1. Each response has a unique reference which has been used to respond to each point raised in comments received during the 12 week PAC period.

## 4.3. Master Responses Table. 1

Leisure Facility/Swimming Pool	Ref	Applicant responses
Comments relating to the overall design of the building.	LF1	The design of the leisure building is based on elegant simplicity that reflects the location and context, and the facilities provided are in full compliance with the project brief and costs.
Internal layout (building)	LF2	<p>The expression or otherwise of the internal function on the shape, form and order of the building is an entirely subjective matter and we believe the current proposal adequately and accurately reflects the hierarchy of functions accommodated within.</p> <p>The spaces such as changing village, plant rooms, pool tanks and management facilities are required on the ground floor and by their nature the majority of these spaces do not need natural daylight or views in/out. We had an opportunity to open up the building to take advantage of views/amenity/daylight we have done so in a way that we feel that takes advantage of the setting, namely to pool hall which relates directly to the town and the café / reception space with its double height volume and views to all aspects of the building and the landscape beyond.</p>
Position of the building on the site.	LF3	The site is made ground whose primary function is car parking whilst also hosting the existing swimming pool facility and a number of other ad hoc uses. As a consequence, within the town scape of Helensburgh, the site has no definable context the grid pattern of the town terminates on East Clyde Street. The building positioned within the southwest corner of the site engages positively with the sea wall defences and the slip way and has both



		visual and physical linkages to and from key streets and squares within the town.
Protection of the main entrance from the elements.	LF4	The entrance area and approach to the building have been orientated north away from prevailing winds and are provided with a degree of shelter by the building's roof overhang. Also the enclosing flanking walls not only define the entrance way but provide additional shelter. It should be noted that the roof pitch is 5 degrees and not flat.
Building Orientation	LF5	<p>The building responds to the site constraints which requires the pool hall to be orientated North towards the town to omit the "spectral glare" on pool water from sunlight which can be a Health and Safety issue. This allows the insertion a large expanse of glass on the north façade creating a views to the town. The fitness suite and studio have been orientated to face south directly over the Firth of Clyde taking full advantage of the south aspect and elevated views where direct glare from sunlight can be better controlled.</p> <p>On entry to the building the user can immediately orientate themselves by the visual links to the key spaces within the ground and first floors. The design of the entrance, foyer and café area with its double volume height offers sense of space whilst providing key views back out to the town, the firth of Clyde and the forests of Argyll.</p>
Is the extended roof overhang robust enough to withstand high winds?	LF6	The project team comprises a number of specific engineering disciplines who will ensure that both structure and fabric can withstand the site conditions.
Query on the quality of the building.	LF7	From building design to cost in use, all aspects of the project and its constituent parts/materials will be selected with due regard to quality, cost and sustainability.
Questions over the robustness of building materials to withstand weather.	LF8	<p>Irrespective of where the building is positioned on the site it will be subjected to harsh conditions including salt from the ocean carried within the atmosphere. Every care will be taken when specifying materials to ensure they are both suitable, durable in a marine environment and fit for purpose and life expectancy.</p> <p>Colour and specification of the external materials will be submitted as part of the planning application.</p>
Energy Strategy/ renewables	LF9	The project is the subject of a site wide energy strategy that will review and recommend alternative types of energy generation and usage that best fits the energy profile of the building.
Position of the café / entrance/ protection from prevailing winds	LF10	The entrance to the building has been carefully considered by the project team. It is positioned to offer protection from the south west prevailing winds. The double height space provides a visual link that offers views into the pool and up into the first floor fitness suite. The café is positioned adjacent to the main entrance to offer café facilities to building users and general public and its configuration was developed in consultation with the Live Argyll.

Pool surrounds	LF11	The pool surrounds exceed those required by national guidelines.
Diving facilities and outdoor pool	LF12	<p>Diving facilities and outdoor pool did not form part of this nor previous project briefs. Diving facilities are not a service that the council nor Live Argyll has ever offered at any of our leisure centres. It is a specialised activity that requires significant pool side space for equipment and due to the risk element associated with this will require more stringent supervision and dedicated pool programming. As poolside areas are always at a premium, all our leisure pools are designed to use these areas as circulation areas for swimming lessons, 'fun run' sessions and spectator areas during swimming galas etc.</p> <p>Starting blocks will be included for competitive swimming.</p>
Temperature of the water	LF13	There is a need to find a balance in pool temperatures as the facility will cater for a number of demographics, ranging from elite club swimmers to elderly and infants. The challenge this poses is that elite swimmers want it cooler and the elderly and infant groups would like it warmer. As there are two pools proposed in the facility the Teaching pool can remain warmer compared to the main pool.
Fun/ children's facilities in pool	LF14	The key project objective is to provide a community pool and indoor leisure facilities. The 6 lane x 25m long pool together with the studio pool exceeds that objective. The studio pool will have a moveable floor installed to allow the water depth to be varied to suit all types of user groups and activities. A number of casual water features/jets/canons will be installed around the pool perimeter to introduce a "fun" element. This pool will also be capable of accommodating "inflatable" type features such as slides to suit children's parties or family sessions.
Public toilet and areas for children/ families such as soft play or climbing walls.	LF15	<p>The existing public toilet block at the north end of the site is out with the scope of the project. There will however be access to toilets within the new leisure centre building.</p> <p>Within the two large flexible studios a soft play gymnastics pathway will be implemented, catering for age groups of babies through to teenagers. There will be the option for drop-in supervised soft play sessions and coach lead gymnastics classes.</p>
Disabled facilities	LF16	The leisure centre is designed in accordance with all current access legislation and includes a lift to the upper floor. The changing village has a fully equipped accessible changing room, accessible WC and a fully equipped Changing Places room with direct access to pool side either assisted or by the aid of a hoist. The Changing Places room will be fully enclosed and lockable, centre staff will have the ability to enter in the event of an emergency. Both pools will be accessible by means of a "pool pod" which is a discreet aid designed to facilitate ease of access to the pool.
How does the moveable floor operate and maintenance?	LF17	It is a very simple, quick and effective task to vary the studio pool hall depth and is done within a matter of minutes between activities. The depth of the moveable

		<p>floor will be 1.8m at deepest point. It can be raised to be level with poolside floor. The lifecycle costs and activities required to maintain a moveable floor and have considered as part of the proposals.</p>
Suitability of leisure building to hold Galas	LF18	<p>The proposed new venue will more than comfortably cater for our existing portfolio of swimming galas. Furthermore with the addition of the new movable floor in the teaching pool, this pool will be used as a warm up pool for competitor swimmer, which is currently unavailable at the existing venue.</p> <p>The newly proposed large café /server area, first floor 'meeting room' and flexible studio spaces can all be utilised to host catering for swim galas or other activities such as meetings/ classes/ small parties.</p>
Spectator seating query	LF19	<p>Accommodation for spectators has been made pool side by increasing the pool deck widths on the north side to allow a degree of casual spectator (e.g. during swimming classes), competitor, coaching staff viewing. The studio pool floor can be raised up on gala days to provide a level viewing platform. The first floor corridor which runs the full length of the poolside at high level has been designed to accommodate both fixed seating and casual viewing for spectators.</p> <p>In summary the following areas can support casual viewing of circa;          Café – 60 people or thereby          Pool side – 40 people of thereby          Circulation Spine -160 people or thereby</p>
Ability to for parents/ caregivers to view children during swimming lessons.	LF20	<p>The café area will have clear visibility onto the studio pool and in addition loose seating/ benching can be utilised poolside where required to give parents/ caregivers direct access to children's swimming lessons.</p>
Windows poolside and visibility from outside of the building.	LF21	<p>We have taken on board comments regarding glazing poolside and privacy to the outside, and we will now incorporate fritting/ semi-translucent glazing to allow in light to the pool while obscuring direct views into the pool from the car park.</p>
Why is the pool only 25m and not 50m	LF22	<p>Scotland already has a number of 50m pools in Glasgow, East Kilbride, Stirling, Edinburgh, Dundee and Aberdeen. The construction of a 50m pool in Helensburgh would result in an over provision of facilities. The costs associated with the ongoing management, staffing and running of a 50m pool would prove inhibitive to Argyll and Bute Council and LiveArgyll.</p>
Query why there was no outdoor pool.	LF23	<p>The facilities proposed on the site were determined as part of the 2012 Helensburgh Pierhead Approved Masterplan which did not include an outdoor pool.</p>
Questions relating to separate male/ female changing vs. communal changing facilities.	LF24	<p>Changing rooms will be unisex and users isolated by individual cubicles, consistent with all major leisure venues in Britain.</p> <p>There is an adequate mix of both communal and private showers available giving users the choice to have more privacy if required.</p>

Query over the size of the cubicles.	LF25	<p>The changing village cubicle and locker provisions have been calculated in compliance with all current relevant Sport Legislation and guidance and with significant input from the building operators LiveArgyll.</p> <p>The changing cubicles are designed and sized to accommodate two people for use by parent and child. Based on the current and proposed footfall for the new facility, four family changing rooms as well as 29 double changing cubicles meet requirements.</p>
Query relating to shower and toilet facilities for water sports activities.	LF26	<p>Public toilets will be available within the leisure building that will be free of charge, however shower facilities will be chargeable and as such we will be operating with an access control system at reception. The number and type of toilets included within the facility meet current legislation. The existing public toilets will also be available as they do not form part of the new development.</p>
Will the tiles be non-slip	LF27	<p>All pool side tiles and pool changing room tiles will be selected to provide the highest possible "surface slip resistance of the tile surface.</p>
Views from the building	LF28	<p>The café and primary circulation space face west taking full advantage of the westerly views to the Gareloch and the forests of Argyll beyond.</p>
Will there be an electronic timing board.	LF29	<p>Electronic timing will be included in the fixtures and fittings.</p>
Query on the amount of public WCs in the foyer.	LF30	<p>The public toilets within the leisure centre are designed in compliance with the Technical Standards Scotland and as such are more than adequate for the use and projected occupant capacity of the centre. The refurbished public toilets on the end of the pier off East Clyde Street will remain in place and open for use</p>
Questions on catering facilities. Café or vending machines.	LF31	<p>A café with a servery have been added to the proposals as a result of public consultation with approx. 52 covers internally and space for a further 36 externally.</p> <p>A healthy options menu will be considered for the café provision. However, many customer prefer the convenience of vending machines, as to avoid queuing etc. in a café, therefore we will also be complimenting the café provision with a number of appropriate vending machines. The detailed catering provision to be provided will be decided closer to opening of the new facility.</p> <p>As the café will be operated as a commercial entity, customers will be encouraged to purchase their food and refreshments and not bring their own food onto the premises. Special allowances will be made for school visitations, birthday parties and swimming galas, but this will need to be agreed with the site management prior to the event.</p>
Query over the economic effect on local businesses if a café/ gym is provided in the new facility.	LF32	<p>The new HWD project will be a vibrant, fast paced all-inclusive leisure venue that will be enjoyed by visitors and residents of Helensburgh alike. It will boast a café provision that will provide a healthy options menu, promoting health and wellbeing.</p>

		<p>It is envisaged that the main patrons to the café will be building users rather than casual passers-by. As the new building is located towards the end of the pierhead it is at a sufficient distance from existing cafes within the main town centre, not to have an effect on trade.</p> <p>The existing swimming pool already has a gym which is well used therefore the facilities in the new building are merely a replication of that with increased number of machines etc. to meet projected demand. The flexible studio spaces will be multi-functional.</p>
Query over the location of the café within the building.	LF33	The café space, located off the main entrance foyer with views directly into the pool hall, provides a vibrant entrance way to the leisure centre facilities and is suitably positioned to provide easy access to both leisure centre users and casual visitors and is easily monitored from the nearby reception /control point.
Query over locker sizes.	LF34	There will be a range of locker sizes that will accommodate user requirements all of which are positioned in close proximity to the changing cubicles.
Access to the pool for users with physical impairment.	LF35	The access to the pool is via a set of low rise steps specifically designed and sized to ease passage into the water for all age groups and those with impaired mobility. Specific poolside hoists(s) and "pool pod" will be provided to aide under supervision access to the pool for those with physical impairments
Query about boat/ canoe club storage	LF36	The project team met with representatives of the canoe / kayak club in an informal consultation forum in January. Storage requirements were discussed and identified and provision has been made within the pool store to accommodate canoe/kayak storage
Query if two of the activity spaces can be connected with a mobile partition?	LF37	LiveArgyll who will operate the new facility do not envisage a need to provide a flexible wall between the studio spaces. However there will be interconnecting doors between the studios and gym spaces for ease of circulation and connectivity.
Concern over supervision of upper gallery area on 1 <sup>st</sup> floor	LF38	LiveArgyll staff will be routinely patrolling all areas of the venue to ensure the safety and privacy for all users is maintained to the highest standards.
Question over the size of the studios and could they be used for team sports?	LF39	<p>Fitness suite 290sqm, studio 1, 218sqm, studio 2, 152sqm</p> <p>The studios are not designed to accommodate specific team sports, however the centre management can at their discretion layout studios 1 &amp; 2 to accommodate any different sporting functions such as short tennis and hand ball if the demand exists and it is something that is not already offered at Hermitage Academy or Victoria Halls.</p> <p>It will not be possible to hold badminton matches in the new facility, however LiveArgyll will implement a diverse and wide ranging activities programme that will include other sports such as Table Tennis. Badminton, football and other similar sporting activities are available in venues managed by LiveArgyll in the Helensburgh area.</p>

		The budget does not allow for a skating/curling rink at this stage and there are no plans to relocate other LiveArgyll facilities such as the library to the new facility.
Will the Victoria Hall be affected by the new development?	LF40	There are proposals currently in place for the Victoria Halls that will see that venue developed parallel to the new Helensburgh Waterfront Leisure Building in order to fully maximise its potential as a cultural and event venue.
Question over the ability of the development to offer facilities to different age groups.	LF41	The new facilities are designed to meet the needs of all ages across the community. Stakeholder groups representing different interested parties have been involved in the community engagement events to discuss the needs of the various groups who could benefit from the facilities.
Query over access into pools – whether steps or ladders in relation to children and pregnant women.	LF42	Access into the studio pool will be underwritten by industry standards, external Health and Safety consultants employed by LiveArgyll and stringent Risk Assessment protocols. If any of these methodologies regulate or advise improved access to a pool that operates with a moveable floor, then the operator is duty bound to comply. To assist with access into the studio pool, the facility operators will make use of removable low rise steps, which will satisfy most access requirements.
Planned maintenance queries including window cleaning.	LF43	There will be provision made for planned maintenance regime of the facility and this will include cleaning of windows etc.
Question over use of underfloor heating and ways to keep changing areas dry?	LF43	The natural environment of a wet changing room is generally wet underfoot however, there will be underfloor heating in the wet changing rooms which will help to keep area dryer than it would be without underfloor heating.
Query why the existing swimming pool can't be refurbished rather than build a new facility.	LF44	<p>The refurbishment of the existing swimming pool would not be economically viable in comparison to the construction of a new facility. In addition, there is insufficient space in the existing pool building to accommodate the additional facilities on offer in the new design.</p> <p>A new building represents best value in terms of construction and ongoing maintenance whilst providing the type of facilities required of a new leisure centre.</p>
Query why facilities such as hot tubs or Jacuzzis are not included within the health suite	LF45	From an operational perspective, hot tubs and/or Jacuzzis are expensive and labour intensive services to run and maintain due to the high volume of usage in relation to the small volume of water. As this water is also maintained at a higher temperature than a normal swimming pool, all these factors contribute to a water body that is exposed to a higher risk of biological contaminants, hence the associated cost. The current project budget and design, does not allow for a Jacuzzi or hot tub.
<b>Car Park/ Public Realm</b>	<b>Ref</b>	
Regeneration of the area	C1	The completion of the new leisure centre, car parking, walkway, slipway, urban realm and associated coastal defences will complete the regeneration of this area of Helensburgh
Public realm and connection to the town	C2	Access to and from the town has been carefully considered, pedestrian access from the town will principally be from the new "esplanade" that will run parallel to the

		<p>existing pier. This pedestrian route provides a direct physical link to the town and reflects both the design and material quality of the recently refurbished Colquhoun Square.</p> <p>Proposed building lines and both vehicular and pedestrian routes have been carefully considered to open up views and vistas to and from key structures / public spaces nearby.</p>
Queries regarding electric charging points	C3	<p>EV charging points will be incorporated into the car park to include relocation of current rapid charging points. Ductwork will be put in place to enable further charging points to be added in the future.</p>
Questions relating to number of parking spaces to be provided	C4	<p>Requirement for 265 parking spaces was identified in the 2012 Helensburgh Pierhead Approved Masterplan. This figure has been verified by parking surveys carried out by external consultants.</p> <p>Disabled and children and parent parking bays will be provided close to the entrance of the new facility. The number provided is based on current legislation.</p> <p>The Pierhead is close to a train station and public bus network.</p>
Query over inclusion of bus drop off areas?	C5	<p>We plan to provide 2 drop off/pick up and 2 long stay coach parking bays.</p>
Question over the charging policy for car parking.	C6	<p>A decision on the future charging policy for the new Waterfront Development is yet to be made. However, once a policy has been agreed LiveArgyll will, if required, look to implement a system that will consider the frequency of visits by fully paid members to the leisure facility.</p>
Queries relating to access for emergency vehicles.	C7	<p>This provision has been catered for in the site layout design.</p>
Query on amenities on site including mini-golf.	C8	<p>There are no plans within the project to include mini golf or other amenity space that relates to a particular activity. The public realm areas will consist of open, flexible gathering spaces with seating, hard and soft landscaping.</p>
Query relating to access to slipways.	C9	<p>Access to slipways will be restricted at periods during construction for Health and Safety Reasons. Closure dates and times will be widely publicised. Access for light craft such as sea kayaks by hand will continue following the completion of the works. Access to the slipway adjacent to the building will no longer be available to trailers manoeuvred by vehicles. Drop-off area will be available for vehicles and trailers close to the slipway access to unload kayaks etc. and parking bays will be made available at a size suitable for vehicles and trailers within the car park.</p>
Questions relating to the existing skate park.	C10	<p>The current skate park facility will need to be removed in order to facilitate direct pedestrian access to the new leisure centre and to facilitate the future retail development. However the proposed site plan illustrates the equivalent area identified on the Approved 2012 Masterplan for the skate park. The area illustrated on the site plan for the skate park lies in the zone identified for future development.</p>

Questions relating to finishes of public realm areas.	C11	<p>The Approved Masterplan envisages the development of the leisure centre and the pierhead in general to be a natural extension to the town centre. Consequently, there is an expectation that the quality of finishes and materials used in the recent CHORD Project will be extended through to reinforce the connection with the town centre. Materials will be chosen with due reference to site location and exposure. Parking areas will be standard tarmac finish.</p> <p>It should be noted that the area outside the clock tower is not in ownership of Argyll &amp; Bute Council. However, the site of the former Mariners Bar is in our ownership and will be landscaped as part of the new development.</p>
Queries relating to finish of area for future retail development.	C12	Current brief is for a temporary stone finish to this area in advance of a future retail development, per the previously approved Masterplan.
Questions relating to landscaping of car park	C13	Planting has been introduced to help break up the car park at key locations and to provide some low-level screening around the ground level of the building. The location of the site and the level of exposure experienced here makes the use of soft landscape difficult. All planting will need to be carefully chosen for the degree of exposure on site.
Questions over access for pedestrians and cyclists.	C14	<p>There will be strong pedestrian and cycle links to both the new building and along the waterfront. Also, external bicycle storage will be provided for a number of cycles. In addition there is now a walk way proposed for the whole of the Pierhead perimeter that will provide safe space for activities away from the car park areas.</p> <p>Due to the exposed nature of the site, shelters would not be appropriate on the pedestrian routes to and from the building. The overhanging roof to the main entrance will provide a degree of shelter in inclement weather.</p>
Questions relating to rubbish on the site.	C15	Nature, capacity and style of litter bins will be selected in consultation with Council's Cleaning Department.
Questions relating to street furniture, future maintenance of landscaping.	C16	<p>The detail design of the public realm area is yet to be developed but will include street furniture. More detailed landscape design will be developed as the project progresses however there are no plans to include an outdoor water feature, pool or pond.</p> <p>Design of planting in detail will be undertaken in consultation with Amenity Services, who will be responsible for ongoing maintenance.</p>
Queries in relation to space for funfair and fireworks display on the site.	C17	<p>The 2012 Helensburgh Pierhead Approved Masterplan does not include an area identified for a fun fair. The decision to grant a licence for a fireworks display on the Helensburgh Pierhead will be at the discretion of the appropriate licencing department of Argyll and Bute Council.</p>



<b>Costal Sea Defences</b>	<b>Ref</b>	
Query over the robustness of the proposals	SD1	Coastal defences have been designed in accordance with the advice from Kaya Flood Risk Assessment Report and current Codes of Practice.  The Kaya report takes into consideration the adjacent properties within the Flood Risk Assessment.
Questions raised in regards to flooding in the wider area.	SD2	A coastal flooding study for Helensburgh is included in the first cycle (2016 – 2022) of the Local Flood Risk Management Plan. This will consider the causes, effects, damages and potential solutions of coastal flooding in the Helensburgh area. This is due to start in late spring 2018 for reporting to SEPA by the end of 2019. This is part of a national programme of tackling flooding in Scotland, and study will estimate the cost/benefits of solutions in the Helensburgh area and be considered along with many other flood risk areas in the country. These will be prioritised nationally by SEPA and the Scottish Government and 80% funding awarded by the Scottish Government to local authorities to undertake the schemes with the higher ranking prioritisation. Any funding award is expected to be for the second cycle of the Local Flood Risk Management Plan which covers the period 2022 to 2028.
Ensure continued dredged access to pier.	SD3	The continued dredging for access to the pier is out with the scope/remit of the Helensburgh Waterfront Development and will therefore not be effected by the development.
Query if any works are planned for the pier.	SD4	The existing pier lies out with the scope/remit of the Helensburgh Waterfront Development and will therefore not be effected by the development. We are in dialogue with colleagues in Piers and Harbours and will continue to keep them up to date with our plans. Access to the pier will be maintained throughout the construction period.  The proposals will also have no effect on the feasibility of a lagoon development in the future.
Query over what are the elements being constructed as part of the Coastal Sea Defences.	SD5	The coastal protection defences comprises, the installation of a rock armour revetment, a reinforced concrete wall around the perimeter of the side, infill the site and a flood gate. All of the elements are to be designed and constructed to the levels presented by the Flood Risk Assessment Report and in accordance with the current Codes of Practice.
Query over the delivery of materials to site for the Coastal Sea Defences	SD6	The team is looking into possible solutions for the delivery of materials for the coastal defences which includes an option to deliver by sea. We are in the process of obtaining all necessary licences and consents for delivery and construction from sea.
Provisions to encourage ecology on site	SD7	Measures will be introduced within the rock armour design to encourage marine life where practicable.
Questions raised over rodents activity on site and provisions to control rodents and other vermin.	SD8	Whilst vermin on the Pierhead site will never be eradicated there is ongoing pest control measures in place operated by Argyll and Bute Council Amenity Services.  During construction, additional pest control measures will be put in place by the successful contractor to ensure the Health and Safety of staff and members of the public.  It should be noted that the nature of the Flood Defences will create habitats suitable for semi-aquatic life. An

		Ecology Report will be included with the Planning Application identifying measures to be taken during construction to ensure habitats for wildlife are addressed during and post construction.
Will there still be facilities for recycling on the site?	SD9	Space for recycling facilities will be identified on the proposed Masterplan.
<b>Area Identified for Retail</b>		
Query over the inclusion and detail of the retail development.	R1	The retail area is indicative and equal to that identified in the 2012 Helensburgh Pierhead Approved Masterplan. It does not form part of this planning proposal.
<b>General comments.</b>		
Query over the opening hours for the drop-in events.	G1	<p>The information presented during the Public events was also available at two other venues (Helensburgh Library and Helensburgh Swimming Pool). These venues have extended opening hours.</p> <p>In response to query over opening hours we extended one of the Public events until 9pm to accommodate commuters.</p> <p>In addition the information is available on the Council's website.</p>
Lack of information	G2	Further contextual site information will be submitted in support of the detailed planning application. The purpose of the PAC display is to give a flavour of the design before it is complete so parts of the display are still in working progress.
Questioning the experience of the design team and delivery of project.	G3	We have a multi-disciplinary design team in place with all the necessary design skills and experience to deliver the project.
Query over consultation with Planning Department	G4	There are opportunities to meet directly with any planning officer during the Planning Application consultation and in addition, communication with the Project Manager.
Query regarding charges for use of the new Leisure Facilities.	G5	LiveArgyll senior management is currently reviewing existing pricing schemes. The principles of best value, industry related rates and transparency will be applied during this and any future reviews. As soon as this pricing review is completed then all members and customers will be made aware of any changes.
Disturbance to town centre during construction phase	G6	<p>The existing swimming pool will remain open to the public during construction and will close only on completion of the new facility.</p> <p>A Construction Management Plan will also be submitted as part of the planning application for approval. This will include how construction traffic and parking will be managed and will look to minimise the likely impact on the town of the new development.</p> <p>Considerations have been given to how materials can also be delivered by sea. This will be further developed with the Contractor when the contract is awarded.</p>

Questions over how the brief for the site was developed.	G7	The brief for the Helensburgh Waterfront was developed previously to RIBA Stage C by Gareth Hopkins Architects in 2010 and through the Addendum to the original Masterplan approved in 2012. Decisions taken by Argyll and Bute Council in relation to the project are all documents in publically available Council papers. Development of the current proposals have been in part as a result of informal Stakeholder Engagement workshops held in January/ February 2018. There will be further development of the proposals as a result of feedback given during the PAC process.
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#### 4.0 Helensburgh Community Council Survey Report Recommendations

In response to the seven recommendations outlined in the HCC Report we have produced **Table 2** responding to their recommendations based on the following criteria as agreed as a result of their Participation Request referred to in 3.1:

- a. **COMPLIANCE:** Does what someone has suggested meet all the laws and standards;
- b. **INCLUSIVITY:** Does the suggestion take account of 'best practice' and does it allow as many people as possible to use the facilities, whatever their personal circumstances might be;
- c. **AFFORDABILITY:** Can the suggestion or suggestions be afforded within the budget that we have available;
- d. **BUILDABILITY:** Can the suggested changes actually be built;
- e. **OPERABILITY:** Does the suggestion mean that it would cost us more to run the building, car park etc. in the long or that we wouldn't be able to bring in as much money from them
- f. **DESIREABILITY:** Does the suggestion consider what the people who will actually use the building, car park etc. want, as well as the local communities and visitors to the town?

#### 4.1 Table 2 .Responses to HCC survey report recommendations

<b>Recommendation 1:</b>	<b>The leisure centre must be positioned as per the 2012 Masterplan Addendum, aligned north-south beside the pier, to avoid flooding.</b>
<b>COMPLIANCE</b>	The building responds to the site constraints which requires the pool hall to be orientated North towards the town to omit the "spectral glare" on pool water from sunlight which can be a Health and Safety issue. The orientation of the building as shown on the 2012 Masterplan Addendum did not address the issue of "spectral glare". The proposed position of the new facility has been taken into account in the Flood

	Assessment Report from KAYA consulting. The report has recommended a minimum distance (6.25m) from the flood defences which is exceeded in the proposed location (6.3m).
<b>INCLUSIVITY</b>	There is no effect on the inclusivity of the facility by moving the building from its proposed location back to the location on the approved 2012 Masterplan Addendum.
<b>AFFORDABILITY</b>	If the leisure building was orientated north-south as per the 2012 Masterplan Addendum there would be an additional cost to add external shading or another means of preventing "spectral glare". There would be additional fees incurred to redesign the building's relationship with the public realm proposals and to determine whether it is still possible to meet the principles set out in the 2012 Masterplan Addendum. There would also be a delay to the programme whilst this redesign is undertaken which would have a consequential cost impact due to inflation. By relocating the building back to the position of the 2012 Masterplan Addendum there would be additional cost associated with increased excavations and disposal of material.
<b>BUILDABILITY</b>	The proposed position of the new facility has been taken into account in the Flood Assessment Report from KAYA consulting. The report has recommended a minimum distance from the flood defences which has been adhered to in the proposed location.
<b>OPERABILITY</b>	Orientation of the building with the pool hall facing northwards allows the facility to function without the need to omit/ semi-obscure glazing to prevent "spectral glare".
<b>DESIREABILITY</b>	Not supported by the results of the HCC survey where 59% stated satisfied with position of building.
<b>Recommendation 2:</b>	<b>The designers should incorporate the high priority leisure and functional elements identified by the community to ensure that the building meets the needs of its users. These elements, ranked in priority order from the comments, are:</b>
	<b>1. Fun elements for families, etc.</b>
<b>COMPLIANCE</b>	There are various Regulations, Codes of Practice etc. which apply to the design and fabrication of play equipment depending upon its specific nature. Any equipment being procured for the new Leisure Centre will comply with all applicable requirements.
<b>INCLUSIVITY</b>	Careful consideration needs to be given to any and all features to be included in the proposals for the new Leisure Centre, to ensure that they cater for as wide a cross section of abilities as possible.

<b>AFFORDABILITY</b>	'Fun Elements' will be detailed further in the specification of requirements for the Furniture, Fittings & Equipment (FF&E).
<b>BUILDABILITY</b>	Fun Elements do not necessarily have to be 'fixed' to the buildings structure or internal finishes, and there is greater flexibility available where mobile units can be utilised as and when required, and then stored away when not in use.
<b>OPERABILITY</b>	Fun elements such as a pool inflatable ('Fun run') and other floats and toys will be made available within programmed 'family fun' sessions.
<b>DESIREABILITY</b>	There are various Regulations, Codes of Practice etc. which apply to the design and fabrication of play equipment depending upon its specific nature. Any equipment being procured for the new Leisure Centre will comply with all applicable requirements.
	<b>2. Slides for the studio pool.</b>
<b>COMPLIANCE</b>	There are various Regulations, Codes of Practice etc. which apply to the design and fabrication of play equipment depending upon its specific nature. Any equipment being procured for the new Leisure Centre will comply with all applicable requirements.
<b>INCLUSIVITY</b>	Careful consideration needs to be given to any and all features to be included in the proposals for the new Leisure Centre, to ensure that they cater for as wide a cross section of abilities as possible.  A small mobile slide will be available for the studio pool. This will form part of the 'Family Fun' sessions where parents can use this slide for their younger children.
<b>AFFORDABILITY</b>	This unit will be procured as part of the project's FF&E requirements.
<b>BUILDABILITY</b>	Fun Elements do not necessarily have to be 'fixed' to the buildings structure or internal finishes, and there is greater flexibility available where mobile units can be utilised as and when required, and then stored away when not in use.
<b>OPERABILITY</b>	This facility will be made available as part of the pool's weekly programme.
<b>DESIREABILITY</b>	Evidence from other Trust run facilities show that these mobile slides are popular and well used by younger families.
	<b>3. Flumes.</b>
<b>COMPLIANCE</b>	There are various Regulations, Codes of Practice etc. which apply to the design and fabrication of equipment such as flumes.
<b>INCLUSIVITY</b>	Flumes have restricted use and access is normally assessed according to physical capability, age and medical conditions.

<b>AFFORDABILITY</b>	The inclusion of flumes within the proposals would be beyond the current project budget.
<b>BUILDABILITY</b>	The addition of a flume would greatly impact the design of the building and the type of plant equipment to support this functionality.
<b>OPERABILITY</b>	To operate a flume would incur a greater demand on pool programming and require additional life guards to supervise these sessions. Estimated maintenance cost will also be at around £2k/annum to maintain an average size unit.
<b>DESIREABILITY</b>	Currently there is only one of the four Trust run pools in Argyll and Bute that operates a flume. This flume is only operated on weekends and school holidays and no additional income is associated with these sessions to offset the additional costs. A flume is always a welcome addition to any public swimming pool, but there are many factors that need to be considered.
	<b>4. Viewing area for parents/carers.</b>
<b>COMPLIANCE</b>	There are various Regulations, Codes of Practice etc. which apply to the design and construction of leisure centres and our proposals will comply with all applicable requirements.
<b>INCLUSIVITY</b>	Accommodation for parents/carers has been made pool side by increasing the pool deck widths on the north side to allow a degree of casual spectating (e.g. during swimming classes).
<b>AFFORDABILITY</b>	Part of the proposed design and project budget.
<b>BUILDABILITY</b>	Part of the proposed design and project budget.
<b>OPERABILITY</b>	Parents will be encouraged to view their children's swimming sessions from either the café or viewing gallery. If there is a specific need for the parent or carer to be at poolside, then the facility's management will make the necessary allowances where possible.
<b>DESIREABILITY</b>	Any requirement for this allowance will be considered on a case-by-case basis.
	<b>5. Spectator seating</b>
<b>COMPLIANCE</b>	There are various Regulations, Codes of Practice etc. which apply to the design and construction of leisure centres and our proposals will comply with all applicable requirements..
<b>INCLUSIVITY</b>	<p>Accommodation for spectators has been made pool side by increasing the pool deck widths on the north side to allow a degree of casual spectating (e.g. during swimming classes), competitor, coaching staff viewing. The studio pool floor can be raised up on gala days to provide a level viewing platform. The first floor corridor which runs the full length of the poolside at high level has been designed to accommodate both fixed seating and casual viewing for spectators.</p> <p>In summary the following areas can support casual viewing of circa;</p>

	<p>Café – 60 people or thereby</p> <p>Pool side – 40 people of thereby</p> <p>Circulation Spine -160 people or thereby</p>
<b>AFFORDABILITY</b>	Two options have been reviewed to introduce fixed poolside spectator seating. Both options will add volume to the pool hall at significant additional cost to the project. The options described above sit within the building footprint and project budget.
<b>BUILDABILITY</b>	The options described above sit within the building footprint and project budget.
<b>OPERABILITY</b>	The proposed design allows for these areas to be managed and supervised via a physical staff presence and/or CCTV coverage.
<b>DESIREABILITY</b>	Feedback from the public consultation sessions shows a better understanding of how and where spectating areas will be located and the numbers that can be accommodated.
<b>Recommendation 3:</b>	<b>There must be a café facility, rather than just vending machines.</b>
<b>COMPLIANCE</b>	<p>There are various Regulations, Codes of Practice etc. which apply to the design, construction and operation of catering facilities and our proposals will comply with all applicable requirements.</p> <p>Following consideration of the feedback from the PAC process, and further discussions with Live Argyll who will operate the building, this recommendation has been included in the proposed plans.</p>
<b>INCLUSIVITY</b>	The proposed location of the café as part of the main entrance provides a fully inclusive space that can be accessed by members of the public as well as users of the facility.
<b>AFFORDABILITY</b>	Included as an additional cost pressure to the project's available budget.
<b>BUILDABILITY</b>	There are no technical barriers to including a café.
<b>OPERABILITY</b>	The café will be manned and operated as a commercial entity by LiveArgyll
<b>DESIREABILITY</b>	The inclusion of a café facility addresses a number of comments received during the PAC process from the community.
<b>Recommendation 4:</b>	<b>The designers should be asked to look again at the question of spectator seating and consider how it can be located without adding significantly to the volume of the pool hall.</b>
<b>COMPLIANCE</b>	There are various Regulations, Codes of Practice etc. which apply to the design and construction of leisure centres and our proposals will comply with all applicable requirements..

<b>INCLUSIVITY</b>	<p>Accommodation for spectators has been made pool side by increasing the pool deck widths on the north side to allow a degree of casual spectating (e.g. during swimming classes), competitor, coaching staff viewing. The studio pool floor can be raised up on gala days to provide a level viewing platform. The first floor corridor which runs the full length of the poolside at high level has been designed to accommodate both fixed seating and casual viewing for spectators.</p> <p>In summary the following areas can support casual viewing of circa;  Café – 60 people or thereby  Pool side – 40 people of thereby  Circulation Spine -160 people or thereby</p>
<b>AFFORDABILITY</b>	Two options have been reviewed to introduce fixed poolside spectator seating. Both options will add volume to the pool hall at significant additional cost to the project. The options described above sit within the building footprint and project budget.
<b>BUILDABILITY</b>	The options described above sit within the building footprint and project budget.
<b>OPERABILITY</b>	The proposed design allows for these areas to be managed and supervised via a physical staff presence and/or CCTV coverage.
<b>DESIREABILITY</b>	Feedback from the public consultation sessions shows a better understanding of how and where spectating areas will be located and the numbers that can be accommodated.
<b>Recommendation 5:</b>	<b>The designers should consider all possible options to create a distinctive design statement that inspires the community.</b>
<b>COMPLIANCE</b>	The design of the leisure building is based on elegant simplicity that reflects the location and context, and the facilities provided are in full compliance with the project brief and costs.
<b>INCLUSIVITY</b>	Inclusivity and accessibility are key considerations at all stages of the design process and our proposals include a number of specific measures to ensure that the facilities on offer are available to as wide a cross section of potential users as possible.
<b>AFFORDABILITY</b>	The design of the leisure building is based on elegant simplicity that reflects the location and context, and the facilities provided are in full compliance with the project brief and costs.
<b>BUILDABILITY</b>	The design of the leisure building is based on elegant simplicity that reflects the location and context, and the facilities provided are in full compliance with the project brief costs and identified technical barriers.
<b>OPERABILITY</b>	The proposals meet the project brief and end users requirements.



<b>DESIREABILITY</b>	Not supported by the results of the HCC survey where 70% stated satisfied with “ Does the appearance of the building do justice to the prominence of the site”
<b>Recommendation 6:</b>	<b>Car parking must be reviewed for the whole of the town centre and, if the analysis shows a need for more parking, then the area marked for retail development should be rezoned for parking.</b>
<b>COMPLIANCE</b>	A parking survey and transport assessment have been carried out for the whole of the town centre to ensure that the proposed development complies with the Argyll and Bute Local Development Plan.
<b>INCLUSIVITY</b>	There are no inclusivity barriers
<b>AFFORDABILITY</b>	The financial return from the development of the retail area is included as part of the budget for the project. There would be an additional cost associated with the development of extra parking, as well as a loss of return from the development of the retail area.
<b>BUILDABILITY</b>	There are no technical barriers.
<b>OPERABILITY</b>	There are no operational barriers.
<b>DESIREABILITY</b>	There are no desirability barriers.
<b>Recommendation 7:</b>	<b>The area currently designated for retail must, at least, be reduced in size to the area agreed in the 2012 Masterplan Addendum and, preferably, other uses for this area should be explored – as prioritised by the community – such as a skate park.</b>
<b>COMPLIANCE</b>	Our proposals comply with the stated guidance in the 2012 Helensburgh Pierhead Approved Masterplan.
<b>INCLUSIVITY</b>	The 2012 Helensburgh Pierhead Approved Masterplan includes an area identified for landscaping/ skate park/ play park. Our proposed landscape plan takes cognisance of this area and our proposals will in no way impede the development of the Pierhead to include these elements.
<b>AFFORDABILITY</b>	The deliverability of the Helensburgh Waterfront Development budget is dependent on a financial return from the development of the area of retail as identified in the 2012 Helensburgh Pierhead Approved Masterplan.
<b>BUILDABILITY</b>	The retail area shown on our site plan equal in size and scale to that identified in the 2012 Helensburgh Pierhead Approved Masterplan and does not form part of this planning proposal.
<b>OPERABILITY</b>	The retail area is indicative as identified in the 2012 Helensburgh Pierhead Approved Masterplan and does not form part of this planning proposal.

<b>DESIREABILITY</b>	The retail area is indicative as identified in the 2012 Helensburgh Pierhead Approved Masterplan and does not form part of this planning proposal.
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