

**REPORT TO:** PLANNING AND TRANSPORTATION COMMITTEE - 20 JUNE 2005

**REPORT ON:** PLANNING AND TRANSPORTATION DEPARTMENTAL SERVICE PLAN ANNUAL PERFORMANCE REPORT

**REPORT BY:** DIRECTOR OF PLANNING & TRANSPORTATION

**REPORT NO:** 414-2005

## **1 PURPOSE OF REPORT**

- 1.1 To report on the Department's Service Plan Annual Performance for the period ending 31 March 2005 as part of the Council's Performance Management Framework and Best Value policy.

## **2 RECOMMENDATION**

- 2.1 It is recommended that the Committee note the Summary of Key Highlights and Achievements together with the evaluation of performance achieved on the targets and trends in the core performance indicators (Appendix 1).
- 2.2 The Committee is also asked to note the evaluation of progress on key projects and areas for improvement as set out in Appendix 2.

## **3 FINANCIAL IMPLICATIONS**

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

## **4 LOCAL AGENDA 21 IMPLICATIONS**

- 4.1 None

## **5 EQUAL OPPORTUNITIES IMPLICATIONS**

- 5.1 None

## **6 BACKGROUND**

- 6.1 Reference is made to the Departmental Service Plan 2004-2007, Report No 5-2004 which was approved by the Planning and Transportation Committee on 25 January 2004 in which specific key projects and performance measures and targets were set.
- 6.2 Reference is also made to the previous Annual Performance Report on the Departmental Service Plan, Report No 490-2004 which was approved by the Planning and Transportation Committee on 28 June 2004.
- 6.3 The report sets out the department's central role in the delivery of the land use, environmental and infrastructural objectives of the Community Plan and the City Vision through its ongoing commitment to the three Key Strategic Priorities set out in the Service Plan:
- To increase the effectiveness of our contribution to the ongoing regeneration of the city's physical fabric, economy and communities;

- to increase our commitment to the proper long term management of the city's environmental and infrastructure assets;
- to increase our responsiveness to public opinion and requests for service provision;

through the progression of the programmed Key Performance Measures, Targets and Specific Objectives.

6.4 The report also sets out a summary of highlights and achievements in the year past, an evaluation of performance achieved.

#### 6.5 **Key Highlights and Achievements**

The following are examples of key highlights and achievements in the past year:

##### – Partnership and Regeneration

In partnership the department has maximised use of available funding, particularly the Vacant and Derelict Land Fund where, for example, five sites in Stobswell have been cleared for development or environmentally improved to enhance the neighbourhood. In addition, one site in the Hilltown area has been purchased and demolished and a further site demolished and is in the Compulsory Purchase Order process.

Sites around Whitfield, Mid Craigie and Trottick have been environmentally improved to enhance marketability for development with the objective of creating more sustainable suburbs.

The Stobswell Partnership has been established.

The City Centre programme has progressed with work at Nethergate.

The Ambassador Routes Programme is nearing its conclusion with work completed at Greendykes and commenced at the West Entry, Riverside Drive.

##### – Dundee Local Plan Review

The review of the Dundee Local Plan is expected to be adopted by the Council later this year. A Public Local Inquiry into objections to the Plan was held between April and June 2004 and modifications to the Plan as a result of the Reporters' findings and other changes were reported to Committee in March 2005. This was followed by a report recommending progression to adoption of the Plan in June 2005.

The adoption of the Dundee Local Plan Review will complete the updating of the Development Plan for Dundee City, the Dundee and Angus Structure Plan having been approved by Scottish Ministers in October 2002. This clears the way for the preparation of a new Dundee City Region Plan in line with the Scottish Executive's review of the Planning System being proposed in the White Paper to be published in June 2005.

– Bringing Confidence into Public Transport

Ninewells Hospital Passenger Interchange, the City Centre Interchanges and the Public Transport Information Systems have all been delivered as per the programmed completion of 31 March 2005. The projects have attracted much interest from throughout the United Kingdom with many officials from Transport Authorities visiting Dundee to view the facilities. The Transport Information System was awarded the Scottish Transport Award in November 2004.

– Smartbus Project

The Dundee Smartbus project is delivering major public transport improvements across the City.

Dundee was the first city to have all buses fitted with digital on-bus CCTV and a 75% reduction in vandalism has been recorded.

– Street Lighting Partnership

The Street Lighting Partnership has completed its first year working as a single unit operation from within Tayside Contracts Premises.

Significant success has been achieved in relation to performance and Key Performance Indicators eg 11% reduction in average cost of repair.

It has recently been agreed by Committee to extend the Partnership approach for a further 3 years.

– White Light Programme

The percentage of the residential areas of the city covered by the programme has risen from the previously reported figure of 38% to 46%.

– Central Waterfront Development

Having secured £9.3 million of Scottish Executive funding over the first 3 years and £950,000 of ERDF funding, the Dundee Central Waterfront Development project is progressing well and is on programme. The first phase of construction work started in April 2005 on the Western Road Realignment and this is due for completion in November 2005.

Further funding of £8.5 million for the subsequent 2 financial years from the Scottish Executive has been indicated.

The Dundee Central Waterfront Partnership Board and Steering Group have now been established to oversee the delivery of the overall development.

## 6.6 Performance Monitoring

The processes required to formally monitor performance are now established and the department fully utilises the Council's Corporate Strategic Project Monitoring Database.

This incorporates an evaluation of progress against each of the objectives and the specific projects across the Departmental Service Plan as set out in Appendix 2 of this report.

## 6.7 New Projects

The following are examples of new significant projects which have either commenced or are due to commence in the year ahead.

- Transport Asset Management

Commence work on the development of a comprehensive transport infrastructure asset management system.

- Public Safety

Evaluate the results of the City Centre Risk Assessment and develop a strategy to extend into other appropriate areas of the city.

- Regeneration

Whitfield - Sustainable Urban Drainage Systems primary infrastructure project to provide a system for future developments to link into, rather than have several mini systems.

- Promote new development site.

Hilltown Park - Implement regeneration works to provide park as focus of new Housing development to occur in the next five years.

Stobswell - Complete street and boundary works at Dura Street and continue programme into Erskine Street and North Erskine Street.

- Secure a start to three key housing developments.

Pitalpin - Secure an agreed masterplan with private owners/developers and get first phase underway this year.

City Centre - Complete detailed designs for Albert Square.

- Bringing Confidence into Public Transport and Smartbus Project

Continue with the roll out of the Smartbus Project with the provision of over 300 bus shelters, all of which will have real-time information and 10% of which will have CCTV coverage at any one time.

- Community Transport

Delivery of a second Community Transport Vehicle which is fully accessible and implementation of the Dundee Community Transport Scheme with the provision of the technical support.

- Tay Estuary Rail Study

Continue through close working with Fife Council in developing and finalising the Tay Estuary Rail Study with the view to improving the passenger rail services and infrastructure in the Dundee "Travel to Work" area.

- Central Waterfront Development

Strengthening works are required to the 126 year old Dock Street Railway Tunnel. These works are programmed to start on site in January 2006. Works are to be carried out in two stages between January and March 2006 and in February/March 2007.

## 7 CONSULTATIONS

- 7.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Assistant Chief Executive (Community Planning) have been consulted and are in agreement with the contents of this report.

## 8 BACKGROUND PAPERS

- 8.1 Departmental Service Plan

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Mike Galloway  
Director of Planning & Transportation

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Ron Tinley  
Support Services Manager

RT/DB

13 June 2005

Dundee City Council  
Tayside House  
Dundee

## Key Performance Measures and Targets

Customer Results	Baseline	Target	Actual at 31/3/05
Increase contact services undertaken by Customer Contact Centres.	22	30 (2005/06)	25
Conduct Customer Satisfaction Surveys incorporating contact to delivery time; call waiting and query.	-	2005	On schedule
Elimination of failure demand; perceptor of satisfaction and complaints resolution.	-	2005	On schedule
Issue (departmental) Smartcard within 5 days of approval of application.	-	5 days (2005)	On schedule
Increase number of departmental services to the Discovery Card.	2	3	On schedule
Increase number of departmental services available electronically to customers.		2005-07	On schedule

People Results	Baseline	Target	Actual at 31/3/05
Audit of Communication Strategy success		100% (2005)	On schedule

Key Performance Results	Baseline	Target	Actual at 31/3/05
The percentage of the population of the city covered by Development Plans which have been finalised or adopted within the last five years:			
Structure Plan	100%	100%	100%
Local Plan	100%	100%	100%
Effectiveness of policies and proposals designed to protect and enhance the Environment of Dundee City and its surrounding area.	SVDLS*	-20%	On schedule
Commencement of Preparation of the Dundee City Region Plan.	2004	2007	On schedule

\* Scottish Vacant and Derelict Land Survey  
Scottish Executive (Annual)

Customer Results	Baseline	Target	Actual at 31/3/05
Number of Supplementary Guidelines to the Local Plan prepared.	20%	80%	On schedule
Development Plan available online.	2003	2004	Completed
Develop online development plan consultation facility.	2004	2004	Completed

Society Results	Baseline	Target	Actual at 31/3/05
Amount of effective Land for Housing available.	Structure Plan Limit	Structure Plan Limit	Achieved & ongoing
Amount of land for business development available.	Structure Plan Limit	Structure Plan Limit	Achieved & ongoing

People Results	Baseline	Target	Actual at 31/3/05
Specific measures taken to ensure the active involvement of Dundee citizens and other stakeholders in the Plan preparation process.	Consultee Database	+20%	Achieved

Key Performance Results	Baseline	Target	Actual at 31/3/05
Complete Albert Square Design and gain approvals.	2004	2005	Completed
Complete works to Whitehall Street etc for BCPT exercise.	2004	2005	Completed
Complete Westport design study and gain approval.	2004	2006	On schedule
Approve development framework for Whitfield.	2004	2005	On schedule

Customer Results	Baseline	Target	Actual at 31/3/05
Establish a new partnership mechanism to carry forward key Stobswell improvements.	2004	2005	Completed

Key Performance Results	Baseline	Target	Actual at 31/3/05
Complete 2004 GIS Report by August 2004	2003 Report	Complete	Completed
Complete 2004 Housing Land Audit by November 2004	2003 Audit	Complete	Completed
Complete 2004 Retail Information Survey and Analysis	2003 Audit	Complete	Completed
Complete 2004 Housing Stock – Structure and Analysis of Assessor’s data	2003 Analysis	Complete	Completed
Complete 2004 Employment Land Audit and Analysis	2003 Audit	Complete	Completed
Complete 2004 Data Structure and Analysis of VPS	2003 Analysis	Complete	Completed
Complete 2004 Scottish Vacant and Derelict Land Survey and Analysis	2003 Analysis	Complete	Completed
Produce analysis, reports, word profiles, SIP profiles	10%	100%	On schedule
Complete neighbourhood profiles and poverty analysis from Community Planning	30%	100%	On schedule

Key Performance Results	Baseline	Target	Actual at 31/3/05
Percentage of householder applications determined in 2 months	84.5%	85%	77%
Percentage of all applications determined in 2 months	57.6%	60%	On target
Percentage of householder applications determined in 3 months	95.4%	95%	On target
Percentage of all applications determined in 3 months	81.3%	85%	On target



Society Results	Baseline	Target	Actual at 31/3/05
Number of appeals determined	25	25	On target
Percentage of appeals dismissed as percentage of all applications decided	1.8%	1.8%	50%
Percentage dismissed as percentage of all appeals determined	52%	75%	50%
Percentage of road construction consent applications determined in 8 weeks.	85%	90%	On target

Customer Results	Baseline	Target	Actual at 31/3/05
Ensure that all customers continue to be gratified or very satisfied with DQ service.	100% <sup>x</sup>	100%	-
Ensure that at least one project is submitted as an entry in the SE/RTPI Awards for Quality in Planning 2004 and gains the minimum of a commendation for the improvement of the efficiency and effectiveness of the DQ service.	1 <sup>?</sup>	1	Completed

x Results of Customer Satisfaction Questionnaire Survey undertaken April 2003

? 1 entry submitted 2003

Key Performance Results	Baseline	Target	Actual at 31/3/05
The percentage of requests for a building warrant responded to within 15 days.	80%	94%	91.9%
The average time taken to respond to a request for a completion certificate.	4 days	3 days	3 days
The percentage of building warrants issued (or otherwise determined) within 6 days	80%	95%	94.9%
The percentage of completion certificates issued (or otherwise determined) within 3 days.	80%	99%	94.3%

Society Results	Baseline	Target	Actual at 31/3/05
All new development or alterations to existing buildings meet the requirements of the relevant building regulations.	100%	100%	100%
Inspection of premises for all new liquor licence applications and applications for HMO.	55%	100%	On target

Key Performance Results	Baseline	Target	Actual at 31/3/05
Number of annual recorded Street Lighting faults	8337	7000	7744
Number of columns over 30 years old	To be developed	To be developed	6780
Cost of average repair	£37.79	£27.00	£30.68

Customer Results	Baseline	Target	Actual at 31/3/05
The percentage of all notified repairs completed within 7 days	97.8% (Excludes cable faults)	95% (Includes cable faults)	96.6%
Average time take to repair defective street lighting	1 day	1 day	1 day
Customer calls reporting defective street lighting	2,282 p.a.	1,750 p.a.	1,229

Society Results	Baseline	Target	Actual at 31/3/05
Perception of community safety through the introduction of White Light Programme	To be established	To be established	-
Reduce energy losses by 28% over the period of the Plan	18%	13%	On target

People Results	Baseline	Target	Actual at 31/3/05
Improve use of personal safety risk assessments by 10% per annum	To be established from annual audit	10%	On target
Prevent any incidents of serious injury to staff.	0	0	0

Key Performance Results	Baseline	Target	Actual at 31/3/05
Improve the investment in the bridge asset.	110k p.a.	750k p.a.	120k p.a.
Reduce the backlog of outstanding routine maintenance works (OECD).	31	100	31

Customer Results	Baseline	Target	Actual at 31/3/05
Reduce complaints from the general public and elected members	? p.a.	? p.a.	Being developed

Society Results	Baseline	Target	Actual at 31/3/05
To reduce the number of weight restricted bridges (New Statutory Performance Indicator).	19%	17%	19%

People Results	Baseline	Target	Actual at 31/3/05
Improve use of personal safety risk assessments by 10% per annum	To be established from annual audit	10%	On target
Prevent any incidents of serious injury to staff.	0	0	0

Key Performance Results	Baseline	Target	Actual at 31/3/05
Ensure completion of all projects within the Stage 1 proposals of the Central Waterfront Masterplan	1%	100%	On schedule
Carry out necessary strengthening of rail tunnel to facilitate central waterfront development.	1%	90%	On schedule

Customer Results	Baseline	Target	Actual at 31/3/05
Improve overall customer satisfaction levels by 15% over the period of the plan	Gap Score -0.97	Gap Score -0.82	Currently being reassessed
Improve individual project customer satisfaction levels by 15% over period of Plan	(70%)	(80%)	

Society Results	Baseline	Target	Actual at 31/3/05
Achieve ISO 14001 accreditation	10%	100%	60%
Improve the provision for community safety and the disabled on engineering projects.	To be established from annual audit	10% per annum	On target

People Results	Baseline	Target	Actual at 31/3/05
Staff training in community safety and disability discrimination act	0	(40)	Completed
Improve use of personal safety risk assessments by 10% per annum	To be established from annual audit	10% per annum	Currently being reassessed
Prevent any incidents of serious injury to staff.	0	0	0

Key Performance Results	Baseline	Target	Actual at 31/3/05
Avoid any incidents of death or serious injury associated with these statutory functions.	0	0	0
Maximise cost recovery from owners expressed as a percentage of overall public safety costs.	22%	35%	30%

Customer Results	Baseline	Target	Actual at 31/3/05
Increase and improve the quality of information available to the general public	To be established by audit	30% improvement	On target

People Results	Baseline	Target	Actual at 31/3/05
Improve use of personal safety risk assessments by 10% per annum	To be established from annual audit	10% p.a.	Currently being reassessed
Prevent any incidents of serious injury to staff.	0	0	0

Key Performance Results	Baseline	Target	Actual at 31/3/05
The percentage of the road network that should be considered for maintenance treatment as determined by the annual machine-based Scottish Road Maintenance Condition Survey (SRMCS).	To be established following 2003 survey	47%	47.79%

Customer Results	Baseline	Target	Actual at 31/3/05
Number of public liability insurance claims associated with the adopted network submitted per annum for:			
• Pedestrian injury	70/Annum	10% Reduction	On target
• Vehicular damage	26/Annum	10% Reduction	On target
Percentage of potholes repaired within the specified time periods:			
• Emergency (1Hour)	95%	98%	On target
• Category 1 (1 Day)	90%	95%	On target
• Category 2 (7 Days)	95%	98%	On target
Average number of formal complaints received per citywide snow event.	To be established	To be established	Being established

Society Results	Baseline	Target	Actual at 31/3/05
Increase use of recycled materials over the period of the Plan.	To be established	25%	On target

People Results	Baseline	Target	Actual at 31/3/05
Improve use of personal safety risk assessments by 10% per annum	To be established from annual audit	10% per annum	Currently being reassessed
Prevent any incidents of serious injury to staff.	0	0	0

Key Performance Results	Baseline	Target	Actual at 31/3/05
The percentage of the road network that should be considered for maintenance treatment.	2004	Reduce % of red year on year	-18%

Customer Results	Baseline	Target	Actual at 31/3/05
The average time taken to respond to a request for a skip permit.	5 days	4 days	4 days
The average time taken to respond to a request for a scaffolding permit.	7 days	5 days	5 days

Society Results	Baseline	Target	Actual at 31/3/05
Develop online list of public roads.	2004	2004	Completed
Develop online network availability including road report.	2004	2005	On target
Develop online skips and scaffolding permits.	2004	2005	On target
Develop Street Gazetteer for master address database.	2004	2005	On target

Key Performance Results	Baseline	Target	Actual at 31/3/05
Traffic signal faults and percentage of repairs within 48 hours.	Currently in excess 99%	100%	96%

Customer Results	Baseline	Target	Actual at 31/3/05
Close liaison and comprehensive consultation to address local concerns and promote appropriate measures all in accordance with current Road Standards.	Current activity	Ongoing	On schedule

Society Results	Baseline	Target	Actual at 31/3/05
Improved perception of safety particularly within local communities and neighbourhoods.	Current downward trend in casualties	At least national targets by 2010	On target

People Results	Baseline	Target	Actual at 31/3/05
Safe efficient and comfortable travel regardless of mode with an emphasis toward sustainable and benign modes of transport.	Existing travel patterns	Continuous increase in travel by all modes other than car	On target
Improve accessibility to encourage independence for the elderly and impaired.			Improvements implemented. Target to be developed

Key Performance Results	Baseline	Target	Actual at 31/3/05
Effectiveness of policies and proposals designed to promote sustainable, integrated transport.			
Travel to work modes.	2001	2011	On target
Road Safety Plan – Reduction in KSI	94-98	2010	On target

Customer Results	Baseline	Target	Actual at 31/3/05
Local Transport Strategy available online.			Completed
Online consultation facility.			Completed

Society Results	Baseline	Target	Actual at 31/3/05
A more accessible city.	2001	2011	On target
Safer communities.	94-98	2010	On target

People Results	Baseline	Target	Actual at 31/3/05
Reduction in People KSI	94-98	2010	On target

Society Results	Baseline	Target	Actual at 31/3/05
Increased customer satisfaction towards public transport information following completion of BCPT/Smartbus projects.	2003	2007	On target
Implement a Bus Quality Partnership that is recognised by bus users as a positive feature.	2002	2005	Completed
Maintain current Concessionary Fares Schemes to current participants and fare levels.	2003	04-05, 06-07	Completed
Ensure all public transport vehicles meet the requirements of the DDA 1995.		2005-2007	Completed
Increase by 2011 the modal share of people walking to work within the city to 22%.		2011	On target
To double the level of cycling by the year 2011.	2001	2011	On target
Double the amount of travel to work journeys by rail by 2011.	2001	2011	On target

Customer Results	Baseline	Target	Actual at 31/3/05
Increased customer satisfaction	2004	05/06/07	Awaiting survey

Society Results	Baseline	Target	Actual at 31/3/05
Reduction in car park related crime	2000	04/05/06/07	On target

People Results	Baseline	Target	Actual at 31/3/05
Increased perception of safety in car parks	1999	04/05/06/07	On target



## Planning and Transportation Department - Summary of Performance on Objectives

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Best Value	On Schedule	Director of Planning and Transportation	Establish benchmarking groups with similar service providers to compare and improve performance. Establish Benchmarking Group. Set up monthly feedback measurement meetings with Tayside Contracts. Review outcomes internally. Review outcomes with other Councils.	10/05/2005	Tayside Quality Forum established and pro-forma being used for structural maintenance schemes. Use on selected cyclic and winter activities still to be introduced.
P & T Service Plan 2003-2007	Project	Best Value	Behind Schedule	Director of Planning and Transportation	Conduct review into feasibility of adopting a partnering agreement for the procurement of road maintenance works. Review current DCC arrangements. Review other Local Authority arrangements. Report findings	10/05/2005	Report aimed at June 2005 P&T Committee to establish trial period of partnering with Tayside Contracts commencing summer 2005
P & T Service Plan 2003-2007	Project	Best Value	Unlikely to be Achieved	Director of Planning and Transportation	Review content and continued use of the unit rate contract.	10/05/2005	URC expected to be replaced with Partnership with Tayside Contracts during summer 2005.
P & T Service Plan 2003-2007	Project	Best Value	Behind Schedule	Director of Planning and Transportation	Conduct review of national best practice against current DCC practice in recycling techniques and prepare report recommending future actions. Review National Best Practice. Benchmark DCC practice. Report findings.	10/05/2005	Research activities in progress and looking to identify projects for expanding the use of recycle techniques.
P & T Service Plan 2003-2007	Project	Best Value	On Schedule	Director of Planning and Transportation	Develop monitoring system to ensure the use of partnering based on procurement on all appropriate contracts carried out. Review form of procurement through Committee Report Monitor. Utilise monitoring report within MIS. Develop monitoring system within revised MIS/Timemaster.	10/05/2005	System to monitor Partnering projects to be built into Project Monitoring system currently under development.
P & T Service Plan 2003-2007	Project	Best Value	Unlikely to be Achieved	Director of Planning and Transportation	Prepare standard office NEC based contract documentation for partnering projects. Provide Training. Prepare TRB NEC based contract document. Prepare NEC Template. Implement.	08/04/2005	Project requires to be re-defined. Partnering is an easy add on option for ECC. A standard general ECC document is an unrealistic expectation because the ECC suite of documents already has six standard options.

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Best Value	On Schedule	Director of Planning and Transportation	Assess the effectiveness of partnership working against traditional procurement in delivering Best Value Identify suitable assessment methods. Set up appropriate KPI's. Set up appropriate monitoring system, Review and report.		Assessment not available
P & T Service Plan 2003-2007	Project	Best Value	Behind Schedule	Director of Planning and Transportation	Develop improvements towards electronic tendering procedures. Identify current best practice. Identify benefits and costs. Report findings.	08/04/2005	Not yet started. Recommend appointment of software specialist.
P & T Service Plan 2003-2007	Project	Best Value	On Schedule	Director of Planning and Transportation	Conduct annual customer assessment to augment quarterly review of individual project assessments currently being undertaken. Issue Annual Service Review questionnaire. Review results and seek improvements. Report findings.		Assessment not available
P & T Service Plan 2003-2007	Project	Best Value	On Schedule	Director of Planning and Transportation	Establish benchmarking groups with similar service providers to compare and improve performance. Identify existing benchmarking groups within UK. Identify appropriate groups to benchmark with. Establish benchmarking group.		Assessment not available
P & T Service Plan 2003-2007	Project	Best Value	On Schedule	Director of Planning and Transportation	To enable benchmarking, adopt new national bridge condition indicators method of recording inspections. Review. Provide training. Implement.	08/04/2005	Essential training has not yet been provided.
P & T Service Plan 2003-2007	Project	Best Value	On Schedule	Director of Planning and Transportation	Conduct review of the demolition service in conjunction with the Housing Department. Review National Best Practice. Review/benchmark DCC practice. Report.	24/05/2005	The review has been completed. Future demolitions will be subject to review and measured against new targets
P & T Service Plan 2003-2007	Project	Best Value	On Schedule	Director of Planning and Transportation	Develop the existing Best Value Partnership with Tayside Contracts by bringing together the client and contracting functions. Moved to share office with Tayside Contracts in April 2004. New Partnering structure in place.	28/04/2005	The Partnership continues to perform well. End of year report show significant improvements in all areas. Executive Management Group have prepared a Committee Report recommending a three year extension to the partnership
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	Prepare Supplementary Guidelines for Dundee Local Plan on Roads Standards (Revised)		Assessment not available

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	Ensure continuous supply of suitable land for the provision of new housing in the City	11/04/2005	Housing supply issues considered as part of Local Plan preparation. Housing Land Audit 2004 demonstrates adequacy of supply. Commitment given to produce Supplementary Planning Guidance on this matter.
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	Commence preparation of Dundee City Region Plan	15/04/2005	Dependent on publication of new Planning Bill now expected Spring 2005
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	Promoting and supervising public realm and infrastructure improvements at Albert Square and Whitehall Street		Assessment not available
P & T Service Plan 2003-2007	Project	Building Stronger Communities	Unlikely to be Achieved	Director of Planning and Transportation	City Centre - Promoting and supervising public realm and infrastructure improvements at Albert Square and Whitehall Street		Assessment not available

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	Stobswell - Implement Stobswell Plan through establishment of partnership mechanism, clearance of derelict land, promotion of new housing development and establishing a programme of tenement common repair.	19/04/2005	a) Sites at Eliza St., Harriet St, Dura St / Erskine St, Dundonald St, Dura St, Victoria St / Albert St, and Crescent Lane and Dens Metals, are either demolished and landscaped or in readiness for development or being purchased during the year for further treatment in the coming year. b) Four housing development sites at Arthurstone Ter and Baxter Park Ter, have been completed or started. Three others at Victoria St / Albert St, Lilybank Works and the former Budget Tyre Depot site, have been granted planning consent. All except the site at Victoria St / Albert St include a mixture of family houses and flats. This provides a mixture of tenure and house type. c) The Close Cleaning Company is set up; the Landlords Forum has become better established with more members and is actively seeking to increase its membership; a Landlords Accreditation scheme is being discussed; security grants are available to provide security doors lighting etc in tenement closes and a "model" back court is being undertaken at 1 Park Ave with the intention of publicising grants for tenement back courts in association with the security grants.

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	Various Neighbourhood Areas - Instigate regeneration and improvement projects in Ardlar, Trottick, Kirkton, Whitfield, Hilltown, Mill o' Mains and Mid Craigie.	19/04/2005	Ardlar - MacAlpine Rd shops grant given for facade improvement to complement new roof; pitch, multi sport area and youth shelter under construction. Trottick - private housing started; village green started. Kirkton - central core open space almost complete. Whitfield - avenue trees planted; Longhaugh Quarry landscaped. Hilltown - 2 derelict buildings demolished, site of one to be sold as part of a housing development site. Mill o' Mains - draft brief for vacant sites started. Mid Craigie - additional length of cycle path completed.
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	External Funding - Secure funding for the Cultural Quarter, Stobswell, Whitfield, Hilltown, Kirkton, Ardlar and Dunsinane from sources such as SET, Vacant and Derelict Land Fund, ERDF and the Dundee Historic Environment Trust.	19/04/2005	Vacant and Derelict Fund approval for sites at Stobswell, Hilltown, Whitfield, Dunsinane. ERDF applied for at Stobswell. SET agreement to FECS funding in city centre on a project by project basis. SET funding secured for Nethergate
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	Investigate and introduce CPZ's where appropriate.		Assessment not available
P & T Service Plan 2003-2007	Project	Building Stronger Communities	On Schedule	Director of Planning and Transportation	Develop an environmental management system and achieve ISO:14001 accreditation. Appoint Consultant. Set up working party. Review CED impact on Environment. Identify areas to be covered by EMS. Prepare EMS. Provide Training. Implement EMS. Interim External Assessment. Receive Accreditation.		Assessment not available
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Public Art - Complete a survey of existing public art portfolio and secure up to 3 new public art items.		Assessment not available
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Bringing confidence back into public transport (BCPT).	06/06/2005	Project substantially completed and after study on effectiveness carried out, but still to be analysed

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Deliver SmartBus Capital Programme throughout the city.	06/06/2005	Progressing for substantial completion by April 2006
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	To re-constitute and redefine the role and function of the Development Quality Forum.	23/05/2005	This mater has been discussed with the Convener of the Development Quality Committee and we await his instructions concerning the future constitution and membership of the Forum.
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	To have all BCPT projects delivered on time and on budget.	03/05/2005	The BCPT projects: Ninewells Hospital Passenger Interchange City Centre Interchanges Public Transport Information Systems have all been delivered as per programmed completion of 31 March 2005 The project has attracted much interest from throughout the United Kingdom, with many officials from Transport Authorities visiting Dundee to view the facilities themselves The Public Transport Information System was awarded the Scottish Transport Award for Travel Information in November 2004

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	To have all Smartbus projects delivered on time and on budget.	04/05/2005	Dundee SmartBus is delivering major public transport improvements across the City of Dundee On Bus CCTV, Dundee was the first City in the UK to have all buses fitted with digital on bus CCTV. This was recognised by a visit of Nicol Steven, Transport Minister for Scotland. Travel Dundee have recorded a reduction in vandalism of 75% The most comprehensive Real Time Passenger Information system in Scotland will launch early summer 2005. All buses are now fitted (170) and all bus shelters will have electronic signs (360 sites). The information is also available for all bus stops via DundeeTravelInfo.com, at kiosks and via SMS. The RTPi system will give late running buses priority at traffic signal controlled junctions (summer 2005 - Spring 2006) and is already giving bus depot control staff very detailed fleet management information. 340 new bus shelters will be installed by Autumn 2005, all with lighting, RTPi signs, timetables, maps and CCTV capability The remaining 550 bus stop poles will be replaced with new poles featuring solar powered illumination of information displays (maps and timetables), installation will be completed by March 2006

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	To encourage at least two major employers per year to develop a Travel Plan.	04/05/2005	We are now 18 months into the establishment of Staff Travel Plan culture changes in the City of Dundee. Originally two Staff Travel Plan Co-ordinators were appointed up to December 2006, through personnel changes this has now evolved into one member of staff through until December 2008. During 2004 full staff travel habit surveys were undertaken at the University of Dundee and Ninewells Hospital. At both sites steering / management groups have been set up that are already introducing 'green travel' measures. The partnership arrangements are working very well and the first University of Dundee Green Travel Week (late April 2005) gives an indication of the commitment of the host organisations. DCC have purchased <a href="http://www.dundeeliftshare.com">www.dundeeliftshare.com</a> to assist with car sharing initiatives. During 2005 we will see further development of the University of Dundee and Ninewells Staff Travel Plans and the staff travel habit surveys for Dundee City Council and Scottish Enterprise Tayside (Dundee office)
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	To report on the progress of bus operators becoming Disability Discrimination Act compliant.	04/05/2005	Travel Dundee became the first major municipal operator to become 100% low floor in October 2004 meeting DDA requirements 12 years early. Strathtay Scottish continue their fleet improvement, although most of their 'commercial' fleet are DDA compliant. The Best Value review of public transport also addresses accessibility issues for those who cannot access public transport even where DDA vehicles are available.
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	To enter a Quality Partnership with Travel Dundee. Dundee Public Transport Partnership Concordat signed.	04/05/2005	The development of a QP is part of the Bus Route Development Grant commitments. Also we give further intent as part of the soon to be issued Best Value review of public transport



Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	To enter into Quality Partnership with Strathtay Scottish.	04/05/2005	The development of a QP is part of the Bus Route Development Grant commitments. Also we give further intent as part of the soon to be issued Best Value review of public transport
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Develop proposal and arrange for biennial flooding reports to be placed onto internet together with available flood mapping. Develop proposal. Place flood reports on internet. Place flood mapping on internet.	24/05/2005	Next report due November 2005
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Secure external funding for coastal protection works at locations including Broughty Ferry, Douglas Terrace and Riverside. Condition survey identify potential sources. Consultation. Fund bid process.	24/05/2005	Draft report awaiting City Engineer approval
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Identify sites and conduct trials into the further use of the 're-tread' process including unmade footpaths. Identify Sites. Conduct Trials. Report findings.	10/05/2005	Continue retread process on suitable carriageways within the revenue programme and Tayside Contracts still considering options on plant size and type.
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Progress to completion revised LTS. Agenda Note to Committee	06/06/2005	Local Transport Strategy timetable will need to be revised to take cognisance of Regional Transport Partnerships and Strategies
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Monitor and revise Road Traffic Reduction Act Report.	06/06/2005	Traffic Information required for Road Traffic Reduction Act is being collected but has still to be analysed
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Introduction of the decriminalisation of car parking policy		Assessment not available
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	All City Centre Car Parks achieving Gold Standard Safety Status.		Assessment not available
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Establish need for additional Multi Storey Car Park at East of City.		Assessment not available
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Development of Hunter Street Car Park into the Dundee University Campus Plan.		Assessment not available

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	The implementation of an advisory service to the Licensing Committee and Licensing Board.		Assessment not available
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Progress to completion revised LTS. Regional Partnerships will impact on the requirements.		Assessment not available
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Progress to completion revised LTS. Monitoring started - guidance required from Scottish Executive.		Assessment not available
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Prepare supplementary strategy documents on Cycling.	06/06/2005	Supplementary to Local Transport Strategy - see update for Local Transport Strategy
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Prepare supplementary strategy documents on Walking.	06/06/2005	Supplementary to Local Transport Strategy (LTS)- see update for LTS
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Prepare supplementary strategy documents on Road Safety.	06/06/2005	Supplementary to Local Transport Strategy (LTS) - see update for LTS. Annual Road Safety Report will be reported to P&T committee after summer recess
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Prepare supplementary strategy documents on Public Transport.	06/06/2005	Supplementary to Local Transport Strategy (LTS) - See update for LTS. Also Team Leader - Sustainable Development progressing Public Transport Information Strategy
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Prepare supplementary strategy documents on Freight.	06/06/2005	Supplementary to Local Transport Strategy (LTS) - see LTS update

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	To enter a Quality Partnership with Travel Dundee. Quality Partnership to be progressed in conjunction with Bus Route development Grant Bid Dundee Cross City Quality.	04/05/2005	Dundee City Council submitted a bid in July 2004 as per Scottish Executive deadlines. Announcement was anticipated October 2004, unfortunately this was delayed until February 2005. Dundee City Council, Travel Dundee and Strathgairn Scottish were awarded ?1.77Million over three years to allow the introduction of Dundee Cross City Direct, an east to west bus route. The Quality Partnership element will still be pursued with both bus operators based on this new bus route.
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Ahead of Schedule	Director of Planning and Transportation	Introduce more energy efficient equipment into street lighting. Reduce energy losses by 28% over the period of the plan. Ongoing update to inventory information required. Resources required to be identified.	28/04/2005	As off April 2005 energy losses associated with street lighting equipment have reduced from 18% to 14.38% a fall of 20%
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Develop policy for the control of light pollution from external lighting within new development. Continue attendance on Scottish Executive Review panel.	18/05/2005	Still awaiting consultants report.
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	Behind Schedule	Director of Planning and Transportation	Develop proposal and implement use of GIS to record flood events and condition of coastal and flood defences. Develop GIS proposal. Implementation.	03/06/2005	Meeting to be arranged with Corporate GIS Administrator.
P & T Service Plan 2003-2007	Project	Caring for Dundee's Environment	On Schedule	Director of Planning and Transportation	Review and rationalise inspection regime required to comply with obligations under the Flood Prevention and Land Drainage (Scotland) Act. Review current inspection regime. Implement inspections (Stage 1) Implement inspections (Stage 2)	24/05/2005	Inspection Regime developed and stage 1 implementation completed.
P & T Service Plan 2003-2007	Project	Communications	Behind Schedule	Director of Planning and Transportation	Conduct Review and rationalise the provision of the winter maintenance service including: gritting routes, use of grit bins, numbers of gritters, techniques and materials. Review National Best Practice. Benchmark DCC practice. Review techniques and materials. Consultation. Report findings. Committee Report.	11/05/2005	High priority c/way routes reviewed & thermal mapping re-evaluated, further review of high priority routes to be considered. Secondary c/way routes to be reviewed. Use of salt additives being trialled. Additional grit bins placed to serve internal footpaths, fleet of 20no hand barrows operating to serve internal footpaths.

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Community Safety	On Schedule	Director of Planning and Transportation	Implement traffic calming/management project throughout the city.	04/05/2005	After detailed investigation of identified traffic problems, appropriate measures are implemented to improve traffic conditions and road safety. There are some sites identified last financial year which are to be progressed to detail design stage for implementation this financial year. Other sites are still being investigated, prioritised and identified for implementation this financial year.
P & T Service Plan 2003-2007	Project	Community Safety	On Schedule	Director of Planning and Transportation	Investigate and implement physical road safety measures for all road users and communities.	20/05/2005	Capital scheme sites are identified from recorded accident data and reported annually to Committee. Some sites may justify traffic calming measures whereas others may merit implementation of site specific road safety measures. Other minor revenue schemes are investigated and implemented throughout the financial year, subject to available funding
P & T Service Plan 2003-2007	Project	Community Safety	On Schedule	Director of Planning and Transportation	The organisation of resources to meet the new challenges of the forthcoming Building (Scotland) Act 2005.		Assessment not available
P & T Service Plan 2003-2007	Project	Community Safety	On Schedule	Director of Planning and Transportation	Provide training for staff in the Disability Discrimination Act and community safety to ensure good design practice is achieved. Provide initial training. Provide further training. Provide specific auditor training.	05/05/2005	Initial training provided by CASO on 30/03/04. Action completed.
P & T Service Plan 2003-2007	Project	Community Safety	On Schedule	Director of Planning and Transportation	Provide training for staff in the Disability Discrimination Act and community safety to ensure good design practice is achieved. Provide further training.	27/04/2005	Provision of further training by CASO completed on 20/7/04.
P & T Service Plan 2003-2007	Project	Community Safety	On Schedule	Director of Planning and Transportation	Provide training for staff in the Disability Discrimination Act and community safety to ensure good design practice is achieved. Provide specific auditor training.	27/04/2005	The scope of the training requirements have been determined and agreed. Auditor specific training is provisionally scheduled for June 2005.
P & T Service Plan 2003-2007	Project	Community Safety	Behind Schedule	Director of Planning and Transportation	Conduct annual audit of 10% sample of projects to ensure good practice in design for the disability Discrimination Act and community safety. Conduct Annual Audit. Annual Report on findings.	24/05/2005	Audit to be carried out following completion of auditor training which is scheduled for June 2005.

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P & T Service Plan 2003-2007	Project	Community Safety	Ahead of Schedule	Director of Planning and Transportation	Establish a monitor of customer satisfaction of the service and benchmark against similar urban authorities. Number of public calls received annually now part of Key Performance Indicators.	28/04/2005	Year ending 31st March 2005 Public reports have fallen from 1630 in 2003/4 to 1229. Overall reports of defects from the public have fallen by 56% since 2000/1
P & T Service Plan 2003-2007	Project	Community Safety	Ahead of Schedule	Director of Planning and Transportation	Prepare white light programme for installation across the city. White light programme now in place. Used this year to prioritise this years Quality of Life funding.	28/04/2005	This item is now complete
P & T Service Plan 2003-2007	Project	Community Safety	Ahead of Schedule	Director of Planning and Transportation	Implement installation of white light to more than half of all residential areas across the City within the period of the Plan. Preparation and implementation of lantern replacement programme for 2004/05.	28/04/2005	As of 31 march 2005 46% of the cities street lights in residential areas have been converted to the new improved white light sources.
P & T Service Plan 2003-2007	Project	Community Safety	On Schedule	Director of Planning and Transportation	Monitor the effectiveness of the installation of white light across the city. Contact BNSF staff for access to their customer survey data.	10/05/2005	BNSF work now complete. 62% of those asked felt the new white street lighting made them feel safer
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	Develop Local Plan Website in line with standards set out in the Scottish Executives "EPlanning compact"		Assessment not available
P & T Service Plan 2003-2007	Project	Customer Focus	Behind Schedule	Director of Planning and Transportation	Prepare a revised Development Quality Charter	23/05/2005	A Draft of the Charter document has been prepared and circulated to the relevant members of the Management Board for comment. Draft cleared for further internal comment and production. Anticipated publication Autumn.

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P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	To assist in the implementation of the Scottish Executive's E-Compact in relation to the introduction of on-line development control services.	03/05/2005	<p>There are four main stages to the Planning Department's contribution to the E govt compact. 1) Implementation of Uniform 7 Spatial - Data base with integrated mapping tool Despite the software suppliers being extremely unreliable and not maintaining timescales for delivery of software, all training for users has now been completed and the live system has been operational since 3rd May 2005 (to reflect the changes in Building Control legislation. Although not as many new functions have been established a base system has been will allow a seamless transition between the two systems. Further data sets require to be transferred into the new system by August 2005 at extra costs. Further in house enhancements are imminent and will be available by September 2005. 2) Implementation of Idox Scanning and Indexing software The software was installed in Feb 2005 and users have had refresher training. Staffing problems have lead to a back log of scanning that needs to be cleared, but procedures are in place to deal with this and ensure documents are scanned and indexed timeously. 3) Implementation of Idox Electronic workflow software Training for Core users has been undertaken and procedures are currently being developed for an in house pilot scheme to gauge required resources and personnel. This will rolled out further across the department as time and abilities allow. Further end user training planned for before Oct 2005. 4) Implementation of Public Access and online payment servers This aspect is the web interface of the other three aspects on line. It cannot function effectively without the other aspects being accurate. Installation of the software is due for 5th</p>

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							and 6th May 2005, but it is not anticipated that this system will go live until Jan 2006.
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	To complete a Planning Enforcement Manual.	26/05/2005	I received the Scottish executive's National Enforcement Officers Manual on 13th May 2005. I intend to create Dundee City Council's Enforcement Officers Manual by the end of July 2005.
P & T Service Plan 2003-2007	Project	Customer Focus	Behind Schedule	Director of Planning and Transportation	Prepare an implementation plan and introduce the use of the Confirm asset management software including electronic data capture. Prepare implementation Plan. Introduce use of Confirm.	10/05/2005	Further development of Confirm being reviewed in conjunction with broader asset management issues involving other Departmental and corporate functions.

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P & T Service Plan 2003-2007	Project	Customer Focus	Ahead of Schedule	Director of Planning and Transportation	To expand Smartcard capability to all major bus operators.	04/05/2005	IFS is chair of national working group which is set to deliver (on behalf of Scottish Executive) Smartcard compliant on bus ticket equipment to all major bus operators in Scotland. Travel Dundee and Strathgry Scottish are already investigating appropriate equipment and with Dundee being a 'Smart' city then it is highly likely that the city bus fleet will be early recipients
P & T Service Plan 2003-2007	Project	Customer Focus	Unlikely to be Achieved	Director of Planning and Transportation	Participate in the development of a GIS tool to assist the co-ordination role.	14/04/2005	On hold. The provision of a GIS tool to assist with the coordination of roadworks is part of the specification for the new system to replace Moleseye. The contract for the Moleseye replacement is being administered by a consortium of Scottish Local Authorities.
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	Ensure Disability Discrimination Act compliance on the road network.		Assessment not available
P & T Service Plan 2003-2007	Project	Customer Focus	Behind Schedule	Director of Planning and Transportation	Implement use of UNIFORM system for recording and managing public safety records. Transfer existing public safety records to UNIFORM system.	11/05/2005	Existing Public Safety records up to 30-Apr-05 to remain on existing Public Safety database. New records from 1-May-05 to be entered on Uniform once E-planning have implemented the Dangerous Buildings module and provided training.
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	Provide project support and advice in relation to Definitive National Addressing (DNA) and National Land and Property Gazetteer (NLPG)	18/04/2005	DNAS - CAG (corporate Address gazetteer) First Cut Established. Available in Uniform spatial GMS. Available on trial basis in GIS ( dataMAP ).
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	Introduction of SMART technology to all payment methods for parking.		Assessment not available
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	To introduce "pay on foot" in all off street variable stay car parks to avoid the need to fine motorists for overstaying time band.		Assessment not available
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	Introduce customer survey/ satisfaction reports and review annually to achieve year on year improvement.		Assessment not available
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	The implementation of electronic service delivery.		Assessment not available



Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Customer Focus	Behind Schedule	Director of Planning and Transportation	Implement a fully computerised system for the recording and management of information associated with the service using the CONFIRM system.	28/04/2005	Alternative Asset management system now being considered in line with those in use with other Local Authorities. It is considered that there are major benefits particularly when comparing and benchmarking with other Authorities that a common system is used.
P & T Service Plan 2003-2007	Project	Customer Focus	On Schedule	Director of Planning and Transportation	Improve implementation of the customer care element to the CONFIRM system with other sections of the department. Range of training sessions held with customer care team and DCS out of hours.	10/05/2005	Meeting held recently with new call centre Team Leader to improve system. New computer system to be installed to deal with calls in a more "Call Centre" environment
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Carry out City Centre risk assessment on building condition to identify high risk properties and review extending assessment into other areas. Survey buildings, collate and complete risk assessments, contact owners where necessary. Review possibility of extending the assessment.	11/05/2005	Survey completed and evaluated August 2004.
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Prepare committee report and publicise results of the city centre risk assessment.	11/05/2005	Report No 605-2004 submitted to Development Quality Committee 25-Oct-04. Owners of "Very High Risk" and "High Risk" properties contacted. Owners of "Moderate Risk" properties to be contacted.
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Ongoing emergency planning workshop on flooding.	24/05/2005	Completed 28/2/04.
P & T Service Plan 2003-2007	Project	Health & Safety	Behind Schedule	Director of Planning and Transportation	Review existing procedures for dealing with flooding emergencies and update emergency plan. Review existing procedures. Update emergency plan.	26/04/2005	Meetings held and Council Emergency Flood Plan updated and Divisional procedures to be finalised
P & T Service Plan 2003-2007	Project	Health & Safety	Behind Schedule	Director of Planning and Transportation	Review and rationalise the existing inspection regime. Review existing inspection regime. Report findings.	11/05/2005	Review started & a rating system of all c/ways & f/ways to be introduced. Recently developed/adopted schemes to be incorporated in inspection rotas. Inspection frequencies to be reviewed.

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Provide quarterly report on the quality of design risk assessment undertaken on projects. Carry out quarterly assessments. Prepare report. Communicate improvements.	24/05/2005	To date two of the quarterly assessments have been completed. A further two are scheduled for September and December 2005.
P & T Service Plan 2003-2007	Project	Health & Safety	Behind Schedule	Director of Planning and Transportation	Conduct annual audit on the use of generic and site specific risk assessments undertaken by staff. Conduct Annual Audit. Review findings and seek improvements as necessary.	24/05/2005	audits are currently underway has part of the Divisional internal QA audits
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Road Safety Audit Procedures	06/06/2005	Safety Audit procedures document approved by P&T Management Board and agenda note for adoption by council to June P&T Committee
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Provide quarterly report on the quality of design risk assessments undertaken on projects. Prepare report	27/04/2005	One report has been completed with a further report currently in preparation (May completion). Future reports are scheduled for September and December 2005.
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Provide quarterly report on the quality of design risk assessments undertaken on projects. Communicate improvements.	27/04/2005	Improvements have been imposed through the Divisions Quality Management System. A Divisional training session has been scheduled for 28/6/05. Communications for future observations will be of a similar form.
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Prepare an annual report to P&T Committee advising on outcomes of inspection, risk assessment and residual safety issues. Prepare Report. Consultation. Report to Committee.		Assessment not available
P & T Service Plan 2003-2007	Project	Health & Safety	Unlikely to be Achieved	Director of Planning and Transportation	Complete the structural assessment of Network Rail bridges. Complete assessments. Network Rail Consultation. Implement agreed measures.	08/04/2005	Assessments are virtually complete but the End Date has long since passed
P & T Service Plan 2003-2007	Project	Health & Safety	Unlikely to be Achieved	Director of Planning and Transportation	Review upgrading of existing bridges and retaining wall databases onto the CONFIRM asset management system. Review CONFIRM bridges database. Review other bridge databases. Report findings.	08/04/2005	Not yet started

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Health & Safety	Behind Schedule	Director of Planning and Transportation	Complete the structural assessment of Network Rail bridges. Review other bridge databases.	08/04/2005	Structural assessment should finish on time. Review of other databases not started.
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Implement inspection regime to minimise risk to general public from external lighting installations. Identify areas and lead personnel.	10/05/2005	Inspections and inventory surveys ongoing
P & T Service Plan 2003-2007	Project	Health & Safety	On Schedule	Director of Planning and Transportation	Conduct annual audit on the use of generic and site specific risk assessments undertaken by staff. Conduct Annual Audit.	24/05/2005	Staff usage is being assessed as part of Divisional internal QA audits
P & T Service Plan 2003-2007	Project	Learning & Working	Behind Schedule	Director of Planning and Transportation	Commence preparation of Dundee City Region Plan.	15/04/2005	Dependent on publication of new Planning Bill now expected Spring 2005
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Participate in the Waterfront development project.	20/05/2005	Stopping-up Orders and Traffic Regulation Orders are being progressed for the Western Road Re-alignment
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	North East and North West Environmental Improvement Scheme	04/05/2005	All works associated with traffic improvements to the NE and NW Arterial Corridors are now completed
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Prepare a project plan to assist the development of GIS within the Council	18/04/2005	Project Plan Completed GIS report approved by Council's management Board Authority to appoint Corporate GIS project Manager. Paul McGovern appointed as Project Manager in early 2005. Corporate GIS Working Group established to oversee Corporate GIS development. Task Completed
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	All census data received exception of Migration.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Develop and provide planning data as requested by the Scottish Executive to support the Transport, Economic and Land Use model.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Provide overall project co-ordination of the Voluntary Population Survey. Analyse and disseminate results to partner organisation.	18/04/2005	September 2003 data extract and analysed on schedule. September 2004 VPS data collected successfully. Data input by Floor 2 data staff by December 2004. Data processed by IT department - March 2005 Initial data extract supplied to P&T dept - March 2005.

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Provide assistance to the Communities Department in any review of the SIP Partnering Agreement with the University of Dundee.	29/04/2005	The SIP Partnering Agreement is due to be replaced by a new agreement to cover monitoring of the new Community Regeneration Areas. Responsibility for this is now with Communities, and the lead officer is Richard Hardie.
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Provide information and GIS support to develop neighbourhood profiles and poverty analysis for Community Planning/Neighbourhood Network.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Complete feasibility study and budget costing for Central Waterfront proposals. Identify main projects within CWD. Appoint specialist consultants as appropriate. Consultation. Report.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Construct new western road alignment and remove pedestrian overbridge to rail state at Central Waterfront. Appoint Consultant for Design.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Construct new western road alignment and remove pedestrian overbridge to rail state at Central Waterfront. Advertise in OJEC.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Construct new western road alignment and remove pedestrian overbridge to rail state at Central Waterfront. Prepare Contract Documents.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Construct new western road alignment and remove pedestrian overbridge to rail state at Central Waterfront. Tender/Award Contract		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Construct new western road alignment and remove pedestrian overbridge to rail state at Central Waterfront. Start on Site.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Complete necessary strengthening of rail tunnel to facilitate Central Waterfront development. Set up Project Team with Network Rail. Book necessary possessions. Advertise in OJEC. Appoint consultant for design. Prepare contract documents. Tender/Award Contract. Start on site.		Assessment not available

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Complete statutory and non statutory information gathering, analysis and reporting in the following areas: Housing Land Audit		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Complete statutory and non statutory information gathering, analysis and reporting in the following areas: Scottish Vacant and Derelict Land		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Complete statutory and non statutory information gathering, analysis and reporting in the following areas: Housing Stock/Demolition.		Assessment not available
P & T Service Plan 2003-2007	Project	Learning & Working	On Schedule	Director of Planning and Transportation	Complete statutory and non statutory information gathering, analysis and reporting in the following areas: Employment Land Audit		Assessment not available
P & T Service Plan 2003-2007	Project	Property	On Schedule	Director of Planning and Transportation	To report annually to the Planning and Transportation Committee on the performance of Statutory Undertakers in Dundee.		Assessment not available
P & T Service Plan 2003-2007	Project	Property	Unlikely to be Achieved	Director of Planning and Transportation	To continue the annual survey of the road network to assess its condition using CONFIRM PMS and make available electronically.	14/04/2005	Annual PMS surveys halted in 2004 due to lack of funding. Commitment to use of CONFIRM Pavement Management System currently under review subsequent to P&T departmental reorganisation.
P & T Service Plan 2003-2007	Project	Property	On Schedule	Director of Planning and Transportation	To extend the digitisation of the List of Public Road and to make available on the intranet/internet.		Assessment not available
P & T Service Plan 2003-2007	Project	Property	Behind Schedule	Director of Planning and Transportation	Implement new financial control system.	10/05/2005	New Departmental procedures being applied on capital projects. Detailed team records still used as check on revenue expenditure. Winter maintenance monitoring to be extended corresponding to separate standing charges budget item.
P & T Service Plan 2003-2007	Project	Property	On Schedule	Director of Planning and Transportation	Develop checklist, contact list and web based links for external funding sources. Develop database. Post on internet and intranet.		Assessment not available

Source	Type	Theme	Status	Responsibility	Objectives	Assessment Date	Assessment
P & T Service Plan 2003-2007	Project	Property	On Schedule	Director of Planning and Transportation	Increase funding, including through partnerships where appropriate, to deal with backlog strengthening and repairs to highway structures. Identify potential funding sources. Consultation. Raise Awareness. Fund bid process.		Assessment not available
<b>Statistic</b>	<b>Value</b>						
Total Number of Records	125						
On Schedule	68%						
Ahead of Schedule	4%						
Behind Schedule	22.40%						
Unlikely to be Achieved	5.60%						