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Council Building
2 High Street
Perth
PH1 5PH

18/08/2023

A hybrid meeting of the **Kinross-shire Local Committee** will be held in **ICT Meeting Room, Loch Leven Community Campus** on **Thursday, 24 August 2023** at **17:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email Committee@pkc.gov.uk.

THOMAS GLEN
Chief Executive

Those attending the meeting are requested to ensure that all notifications are silent on their device and other devices are in silent mode.

Please note that the meeting will be broadcast online and recorded. The recording will be publicly available on the Council's website following the meeting.

Members:

Councillor Dave Cuthbert (Convener)
Councillor Richard Watters (Vice-Convener)
Councillor Neil Freshwater
Councillor Willie Robertson
Neill Bingham
Sarah Bruce-Jones
Geoff Christie
Dave Morris
Hannah Phillips
Fran Principe-Gillespie

Kinross-shire Local Committee

Thursday, 24 August 2023

AGENDA

MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.

- 1 WELCOME AND APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF KINROSS-SHIRE LOCAL COMMITTEE OF 25 MAY 2023 FOR APPROVAL** **5 - 8**
(copy herewith)
- 4 OUTSTANDING BUSINESS STATEMENT (OBS)** **9 - 10**
(copy herewith 23/226)
- 5 ROAD SAFETY UPDATE** **11 - 16**
Report by Head of Environmental & Consumer Services (copy herewith 23/227)
- 6 WINTER MAINTENANCE PROGRAMME**
Presentation by Road Maintenance Engineer
- 7 BLAIRINGONE PRIMARY SCHOOL**
Verbal Update by Community Planning and Policy Team Leader
- 8 KINROSS-SHIRE LOCAL COMMITTEE: INDEPENDENT EVALUATION FINDINGS**
(copy to follow)
- 9 CHANGES TO THE KINROSS-SHIRE LOCAL COMMITTEE SCHEME OF ADMINISTRATION** **17 - 20**
(copy herewith)

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KINROSS-SHIRE LOCAL COMMITTEE

Minute of hybrid meeting of the Kinross-shire Local Committee held in Loch Leven Community Campus, Milnathort on Thursday 25 May 2023 at 5.00pm.

Present: Councillors D Cuthbert, N Freshwater and R Watters; T Duffy substituting for S Bruce-Jones (Fossoway Community Council); B Freeman substituting for H Phillips (Kinross Community council); D Morris (Portmoak Community Council); N Bingham (Milnathort and Orwell Community Council).

In Attendance: M Butterworth, G Bissett, W Greig, D McKeown, R Stuart and B Wilson (Communities) K Molley and A Brown (Corporate and Democratic Services).

Also in Attendance: I Clark, Iconic Consulting

Apology: S Bruce-Jones (Fossoway Council) and H Phillips (Kinross Community Council)

Councillor D Cuthbert, Convener, Presiding.

The Convener led discussion on items 1-5, 7 and 9 and Vice-Convener on items 6 and 8.

1. WELCOME AND APOLOGIES

The Convener welcomed all present to the meeting and apologies were noted as above.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Kinross-shire Local Committee of 16 February 2023 was submitted and approved as a correct record subject to the following amendment:

D Morris, Portmoak Community Council, was in attendance.

D Morris, Portmoak Community Council, raised concerns about not being able to join previous committee meetings online and participate fully. The Committee Clerk advised that further training would be made available to all Community Council members, to ensure they are able to join future committee meetings properly.

The Convener advised that a development session would be arranged for members and the necessary officers to look at what is working well and what could be improved in the running of the Committee. The Convener confirmed that a suitable date would be arranged in due course.

The Convener asked the committee to agree that the former Blairingone Primary School should come back to the Kinross-shire Local Committee for consideration, prior to any decision on marketing or selling of the property. This was agreed unanimously.

4. OUTSTANDING BUSINESS STATEMENT

Resolved:

The contents of the Outstanding Business Statement, be noted.

5. ROAD SAFETY UPDATE

There was a report by Head of Environmental and Consumer Services (Communities) (23/151) advising members of progress on the various road safety concerns raised about the public road network in Ward 8 raised with officers prior to the meeting.

Resolved:

- (i) The proposals set out at action 6 of Report 23/151, be approved.
- (ii) It be requested that an update be brought to a future committee meeting.

6. CEMETERY EXPANSION STRATEGY AND UPDATE

W Grieg, Senior Bereavement Services Officer, delivered a ten-minute slide-based presentation on the Bereavement Services Strategy Update in Kinross-shire. Members questions were answered, and the Vice-Convener thanked W Grieg for his informative presentation.

7. AVAILABILITY AND POTENTIAL USE OF COMMUTED SUMS FOR AFFORDABLE HOUSING

B Wilson, Planning and Housing Strategy Manager, delivered a ten-minute slide-based presentation on the availability and potential use of commuted sums for affordable housing in Kinross-shire. Members questions were answered, and the Convener thanked B Wilson for his informative presentation.

8. UPDATE ON MILNATHORT (SURFACE WATER) FLOOD PROTECTION SCHEME AND SOUTH KINROSS FLOOD PROTECTION SCHEME

P Dickson and R Stuart, Flooding Engineers, delivered a ten-minute slide-based presentation on the Milnathort and South Kinross Flood Protection Schemes. Members questions were answered, and the Vice-Convener thanked P Dickson and R Stuart for their informative presentation.

9. KINROSS-SHIIRE LOCAL COMMITTEE – AVAILABLE FUNDING

There was submitted a report by Head of Environment and Consumer Services (23/152) informing members of the monies available to the committee in the financial year 2023/24.

Resolved:

- (i) The contents of Report 23/152, be noted.
- (ii) It be agreed that a report be brought to a future meeting of the committee to agree how the funding of £50,000 should be utilised.

KINROSS-SHIRE LOCAL COMMITTEE

OUTSTANDING BUSINESS STATEMENT (OBS)

(Report No. 23/226)

Please note that this statement sets out outstanding decisions of this committee along with an update and estimated completion date. Actions which are overdue are shaded for ease of reference. Where an update reflects that an action is complete then the Committee's agreement will be sought to its removal from the OBS.

No	Minute Reference	Subject Title	Outstanding Action	Update	Lead Officer /Service	Action due	Action Expected
1.	16 February 2023 Item 4	Brunt Hill Windfarm	An update to be provided on the process of Brunt Hill Windfarm Development regarding Community Engagement.	Convener to provide a verbal update at Committee on 24 August 2023.	Kristian Smith	24 August 2023	24 August 2023
2.	16 February 2023 Item 6	Former Blairingone Primary School	An update to be provided on Blairingone Primary School.	An update to be brought back to Committee on 24 August 2023.	Lee Haxton	24 August 2023	24 August 2023
3.	16 February 2023 Item 8	Interim Evaluation Report of Kinross-shire Local Committee	The final version of the Evaluation Report of Kinross-shire Local Committee to be submitted.	A Development was arranged on 2 August 2023 with members of the Committee and lead officers to discuss the recommendations of the Evaluation Report. The final version of the Evaluation Report to be considered at Committee on 24 August 2023.	Fiona Robertson	24 August 2023	24 August 2023

PERTH AND KINROSS COUNCIL

Kinross-shire Area Committee

24 August 2023

ROAD SAFETY UPDATE

Report by Head of Environmental & Consumer Services

(Report No. 23/227)

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to advise members of the Committee of progress on the delivery of road safety projects within the Kinross-shire area.

2. RECOMMENDATIONS

- 2.1 It is recommended that Committee:
- (i) Agree to the progress being made on the delivery of road safety schemes in Kinross-shire; and
 - (ii) Note that a further update will be brought to the Committee at a future meeting in the new calendar year.

3. STRUCTURE OF REPORT

- 3.1 This report is structured over the following sections:
- Section 4: Background
 - Section 5: Road Safety Scheme Progress and Delivery
 - Section 6: Programme Summary
 - Section 7: Conclusion
 - Appendices

4. BACKGROUND/MAIN ISSUES

- 4.1 Perth and Kinross Council's road safety projects assessment criteria provides a procedure for prioritising traffic management and road safety projects. Therefore, all potential schemes are assessed and, if considered appropriate, ranked against other projects to ensure those schemes that deliver the greatest benefit to local communities are delivered first. With each financial year, projects are assigned to the relevant programme of works and budget, then installed as resources permit.
- 4.2 Therefore, whilst one area may have a number of road safety priorities, these need to be assessed and considered alongside priorities identified in other areas.

- 4.3 The list of proposed projects is based on a technical assessment of the road usage and road environment. The assessment criteria does not take into account community concerns about perceived road safety, although these are often raised and articulated by local elected members. In order to ensure that this dialogue occurs in a structured and efficient manner, the Traffic & Network Team meets with the Ward Councillors every three months to review the list and identify community priorities. Therefore, in some circumstances some of the preferred schemes that may have a lower ranking can be progressed first to address community concerns if there is elected member support.
- 4.4 The Traffic and Network team last met with the Kinross-shire Councillors on 2 August when the current project priorities were discussed and reviewed.

5. ROAD SAFETY SCHEME PROGRESS AND DELIVERY

Reduced speed limits

- 5.1 Traffic Regulation Orders (TRO) have been processed for the various temporary 20mph speed limits in order to allow them to become permanent. The signage is already in place and the 40mph buffers will be replaced with 20mph countdown signs. A new 20mph speed limit is planned for Cuthill Towers. The Traffic Regulation Orders for the previously agreed new 30mph and 40mph speed limits are currently being processed by the Council's Legal Team. The terminal and repeater signs will be installed as soon as the TROs are in place. Once these projects are completed, a further set of reduced speed limits will be selected and progressed.

School Keep Clear markings

- 5.2 Work is ongoing on the preparation of the Traffic Regulation Order for the School Keep Clear markings on Station Road outside Kinross Primary School as part of the ongoing Council-wide TRO programme for School Keep Clear parking restrictions. Installation is scheduled for Autumn 2023.

Waiting restrictions

- 5.3 Work is also ongoing on the preparation of the Traffic Regulation Orders for the various waiting restrictions on the TRO programme identified as community priorities. Installation was previously scheduled for Autumn 2023, but this has been delayed due to other priorities of work. Sites include Kinross Primary School, Buchan Avenue in Kinnesswood and Muirs in Kinross. Once completed, a further set of waiting restrictions will be selected and progressed.

Minor traffic engineering projects

- 5.4 New Give Way road markings and a regulatory sign have been designed and ordered, along with an advanced direction sign, for the Burns Begg Road junction with High Street, Kinross. Installation is planned in September. The adhesion between the thermoplastic road marking material and the stone setts in the carriageway surface is likely to be poor, so this is only viewed as a temporary measure until alternative materials or surface treatments can be investigated.
- 5.5 Traffic surveys in Kinross town centre, originally planned for Spring 2023, have been rescheduled for this Autumn. They will record traffic volumes, vehicle speeds and vehicle categories. The surveys will also identify any changes in travel patterns since the previous surveys undertaken in 2019. This information will help determine whether additional traffic calming measures, such as a priority system at the south of the town centre, are required. If traffic flows have increased, particularly regarding commercial vehicles, an Origin & Destination (OD) survey will be undertaken.
- 5.6 Bollards are to be installed this autumn between Lathro Lane and Dalwhamie Street to prevent drivers travelling across the grass area between the two cul-de-sacs.
- 5.7 An upgrade of the existing warning signs is planned for New Gullet Bridge and Old Gullet Bridge south of Scotlandwell. New haulage route signs have been designed along the B9097 to direct heavy traffic between the M90 motorway and the Westfield site. All three signing projects are scheduled for this Autumn.

A977 Mitigation Measures

- 5.8 At the last Kinross-shire Local Committee meeting, it was agreed to reprogramme the three remaining major road schemes in the A977 Mitigation Measures project. Work would proceed on the School Road/Station Road traffic signals project at Crook of Devon but signalising the Drum crossroads will now take priority over the A977/B9097 junction realignment project.
- 5.9 Work has resumed at School Road/Station Road. In agreement with the local elected members and Fossoway Community Council, the project has been extended to provide a footway link to the bus stop between the village hall and the B9097 junction. The signalisation of the Drum crossroads was scheduled to follow on from the School Road/Station Road project, subject to budget. However, the additional time to complete the extra work at Crook of Devon means that the Drum project has had to be reprogrammed. The Traffic & Network Team is liaising with Tayside Contracts about a revised programme and it is estimated that it will now be mid-October 2023. As soon as a start date is confirmed, the local elected members and Community Council will be advised.

- 5.10 Once the School Road/Station Road signalisation project and the Drum signalisation projects are complete the Council Traffic and Network team will assess the position and consider whether the remaining agreed project (B9097 realignment) is necessary. If the two projects above are successful, and the B9097 realignment is deemed unnecessary then the remaining budget could be utilised for other measures along the A977.

6. PROGRAMME SUMMARY

- 6.1 The Committee is asked to note the progress on the following road safety measures:
- (i) 20mph speed limits being installed at Crook of Devon, Cuthill Towers, Drum, Glenfarg, Keltybridge, Kinross, Maryburgh, Milnathort and Scotlandwell.
 - (ii) 30mph speed limits being installed at Auchmuirbridge, Carnbo, Easter Balgedie, Gallowhill Road, Glenfarg and Wester Balgedie.
 - (iii) 40mph speed limits being installed at Drum, Maryburgh and from Scotlandwell to Auchmuirbridge.
 - (iv) School Keep Clear markings being installed at Station Road for Kinross Primary School.
 - (v) Waiting restrictions being installed within the car park at Kinross Primary School, Buchan Avenue in Kinnesswood and at Muirs/The Sycamores to discourage unauthorised parking and prevent obstruction.
 - (vi) Give Way markings and road sign being installed on Burns Begg Street at High Street junction.
 - (ix) Traffic surveys being undertaken in Kinross town centre.
 - (x) Bollards being installed at Lathro Lane, warning signs at New Gullet Bridge and Old Gullet Bridge, and direction signs for Westfield.
 - (xi) Provision of traffic signals at School Road, Crook of Devon is underway.
 - (xii) Detailed design work underway for traffic signals at Drum crossroads
 - (xiii) Junction realignment at A977/B9097 junction in Drum on hold pending the completion of the projects (xi) and (xii) above.

7. CONCLUSION

- 7.1 The introduction of the various speed limits and road safety projects contained within this report will inform drivers of potential hazards on the road layout ahead and enable them to adjust their speed and position accordingly. Greater awareness of the road environment, combined with improved speed management, will reduce the risk of conflict between the various road users. A further update will be provided to the Committee at a future meeting in the new calendar year.

Author

Name	Designation	Contact Details
Daryl McKeown	Road Safety Officer	01738 475000 ComCommitteeReports@pkc.gov.uk

Approved

Name	Designation	Date
Mark Butterworth	Head of Environmental & Consumer Services	16 August 2023

Kinross-shire ~~Local~~ Committee

~~Pilot~~ Scheme of Administration

SECTION 1—GENERAL PROVISIONS

- 1.1 The Committee shall comprise the four ward councillors for Kinross-shire who shall have voting rights and one representative from each of the six community councils with most or all of their area in the Kinross-shire ward (Cleish & Blairadam, Fossoway & District, Glenfarg, Kinross, Milnathort and Portmoak) who shall be non-voting.
- 1.2 A meeting of the Committee shall be quorate if ~~three~~ 50% of ward councillors are present.
- 1.3 In the event of the absence of a ward councillor, a councillor from another ward may not substitute in his or her absence.
- 1.4 Community council members shall be appointed by the relevant community council from its complement of full members and shall remain a member of the Committee until the relevant community council decides otherwise or he or she ceases to be a community councillor.
- 1.5 In the absence of a community councillor, the community council of which he or she is a member may appoint a substitute for that meeting.
- 1.6 The Council will determine the Convener and Vice Convener of the Committee in line with the Council's standard appointment procedure.
- 1.7 In the absence of the Convener, the Vice Convener shall act on his or her behalf.
- 1.8 Meetings of the Committee shall be held in Kinross-shire.
- 1.9 Meetings of the Committee shall be held on ~~an eight-weekly cycle~~ a quarterly cycle.
- 1.10 Business for the Committee shall be determined as follows:
 - The Chief Executive may bring forward papers on matters within the remit of the Committee for information, consideration, or determination.
 - The Convener may request that papers be brought forward on matters within the remit of the Committee for information, consideration, or determination.
 - The Convener shall agree a programme of business with the Lead Officer ~~Chief Executive~~ who shall take cognisance of the resource implications of requested business.
- 1.11 Business shall otherwise be conducted in accordance with the Council's standing orders.

SECTION 2—GENERAL POWERS

- 2.1 To request that the committee convener or relevant executive director or head of service attend meetings and respond to relevant questions or submit a report or written evidence on any relevant matter.
- 2.2 To request that elected members, officers, other persons, and outside organizations attend meetings to give evidence or advice.
- 2.3 To receive petitions relating to the Kinross-shire ward in accordance with the Council's petitions policy where the matter falls within the remit of the Committee in line with the Council's standard petitions policy.
- 2.4 To initiate local community engagement in relation to Council business in the Kinross-shire ward; supporting existing engagement delivered by the Council; and,

where possible to be consulted on larger-scale Council engagement insofar as it relates to Kinross-shire

SECTION 3—DECISION MAKING POWERS

- 3.0.1 To agree local policies in relation to implementation of the specific placemaking powers devolved to the Committee subject to compliance with any statutory requirements and Council policy.
- 3.0.2 To agree the allocation of funds to individual functional areas devolved to the Committee to meet local priorities in the Kinross-shire ward within a devolved revenue budget.
- 3.0.3 To determine business cases for and agree any local capital project priorities within a devolved capital budget for the Kinross-shire ward or by allocating funds from a devolved revenue budget towards borrowing costs in line with approved capital investment governance arrangements.
- 3.0.4 To allocate and monitor expenditure from agreed localized funds, e.g., the Community Investment Fund ~~and the Kinross Common Good Fund~~.

Section 3.1—Infrastructure and Economic Development

- 3.1.1 To make recommendations to Council on the formation of any Local Development Plans, strategies and supplementary guidance insofar as they relate to the Kinross-shire ward.
- 3.1.2 To support the development of community-led Local Place Plans.
- 3.1.3 To develop local measures to support and promote economic activity in Kinross-shire.
- 3.1.4 To work in partnership with VisitScotland, other agencies and local organizations to plan, promote and oversee the implementation of a tourism and events strategy for Kinross-shire.

Section 3.2—Roads

- 3.2.1 To determine local priorities for maintenance programmes for roads and bridges, and for surfacing and surface dressing schemes.
- 3.2.2 To determine a local policy on road safety.
- 3.2.3 To promote local Road Traffic Orders, including those where there are statutory objections that the Committee believe can be overcome, and make recommendations thereon where the Council is acting as planning authority.
- 3.2.4 To approve the stopping up of roads and private means of access and the deletion of roads from the list of public roads and the adoption of roads (that are not constructed under the Road Construction Consent procedure) onto the list of public roads and make recommendations thereon where the Council is acting as planning authority.
- 3.2.5 To agree local priorities for winter road and footpath maintenance.

Section 3.3—Environment

- 3.3.1 To agree local priorities for community greenspace and grounds maintenance activities.
- 3.3.2 To agree the establishment and maintenance of local footpaths, including additions and alterations to core path routes.
- 3.3.3 To make recommendations to Council on trees that should be considered for tree preservation orders based on local assessment criteria within legislation.
- 3.3.4 To approve and support local initiatives to encourage waste minimization, reduce litter and increase recycling.
- 3.3.5 To lead on and engage with community groups on initiatives to tackle the climate emergency.
- 3.3.6 To approve new Perth & Kinross Council Comfort Scheme providers according to Council policy within the Kinross-shire ward.
- 3.3.7 To support community-led local flood prevention and resilience initiatives.
- 3.3.8 To recommend to Council proposals for the establishment of any regional parks within the Kinross-shire ward and agreements with other councils where these cross local authority boundaries.
- 3.3.9 To make recommendations to Council on local landscape designations for the Kinross-shire ward.

Section 3.4—Communities

- 3.4.1 To support the work of the Kinross-shire Community Transport Group on public transport and community transport initiatives in collaboration with the Council's Public Transport Unit.
- 3.4.2 To make proposals to Council on community participation requests and the transfer of functions to community management and ownership subject to Council policies.
- 3.4.3 To engage with Community Planning Partners regarding the delivery of their services in the Kinross-shire ward.
- 3.4.4 To support local youth organizations and to promote the engagement of young people in local democracy.
- 3.4.5 To support local initiatives that promote and support the history and heritage of Kinross-shire.
- 3.4.6 To facilitate and, where appropriate, make arrangements in relation to Town Twinning and ceremonial matters in consultation with the Civic Services.

SECTION 4—SCRUTINY AND RECOMMENDATORY POWERS

- 4.1 To consider and make recommendations on matters which do not fall within the decision-making powers of the Committee, including:
 - Proposals made by the Chief Executive to review Council service delivery insofar as it affects the Kinross-shire ward; and
 - The impact of policy on the local service delivery and performance of Council services in the Kinross-shire ward.Council or the relevant committee must give due consideration to these recommendations during the decision-making process.
- 4.2 To receive assurance on progress of Council capital project delivery in Kinross-shire.

