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Council Building
2 High Street
Perth
PH1 5PH

Wednesday, 30 August 2017

A Meeting of the **Environment, Enterprise and Infrastructure Committee** will be held in the **Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 06 September 2017** at **10:00**.

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

BERNADETTE MALONE
Chief Executive

Those attending the meeting are requested to ensure that all mobile phones and other communication devices are in silent mode.

Members:

Councillor Colin Stewart (Convener)
Councillor Michael Barnacle (Vice-Convener)
Councillor Callum Purves (Vice-Convener)
Councillor Alasdair Bailey
Councillor Stewart Donaldson
Councillor Dave Doogan
Councillor Angus Forbes
Councillor Anne Jarvis
Councillor Grant Laing
Councillor Murray Lyle
Councillor Andrew Parrott
Councillor Crawford Reid
Councillor Willie Robertson
Councillor Richard Watters
Councillor Mike Williamson

Environment, Enterprise and Infrastructure Committee

Wednesday, 06 September 2017

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 THE ENVIRONMENT, ENTERPRISE AND INFRASTRUCTURE COMMITTEE OF 14 JUNE 2017 FOR APPROVAL AND SIGNATURE** **5 - 10**
- 4 DEPUTATION**
The Committee is asked to consider a request for a deputation submitted by Ms Dawn Griesbach of the Crieff Community Trust in respect of a report by the Director (Environment) on the Crieff to Comrie Core Path CMRI/126 Path Orders, Item P1 on the agenda.
- 5 PERTH CITY DEVELOPMENT BOARD**
 - (i) MINUTE OF MEETING OF THE PERTH CITY DEVELOPMENT BOARD OF 7 FEBRUARY 2017 FOR NOTING** **11 - 18**
 - (ii) VERBAL UPDATE BY EXECUTIVE LEAD OFFICER**
- 6 ROAD SAFETY INSPECTION AND DEFECT CATEGORISATION POLICY** **19 - 48**
Report by Director (Environment) (copy herewith 17/271)
- 7 POLICY AND LEVEL OF SERVICE FOR WINTER SERVICE 2017/2018** **49 - 74**
Report by Director (Environment) (copy herewith 17/272)
- 8 AMENDMENTS TO THE LIST OF PUBLIC ROADS** **75 - 82**
Report by Director (Environment) (copy herewith 17/273)
- 9 PERTH AND KINROSS OUTDOOR ACCESS FORUM ANNUAL REPORT 2016-17** **83 - 94**
Report by Director (Environment) (copy herewith 17/274)

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| 10 | CLIMATE CHANGE BILL - ASSOCIATED LEGISLATION AND EMERGING DUTIES
Report by Director (Environment) (copy herewith 17/275) | 95 - 104 |
| 11 | ZERO WASTE UPDATE
Report by Director (Environment) (copy herewith 17/276) | 105 - 120 |
| 12 | COMRIE FLOOD PROTECTION SCHEME
Report by Director (Environment) (copy herewith 17/277) | 121 - 136 |

Note: Please note there will be a presentation on the above item.

- 13 LOCAL DEVELOPMENT PLAN - ESTABLISHMENT OF SHORT-LIFE MEMBER/OFFICER WORKING GROUP**
The Committee is asked to agree to the establishment of a Short-Life Member/Officer Working Group to consider a number of planning policy issues and to feed into the Local Development Plan process - the Plan being scheduled for consideration by the Council on 22 November 2017.

The elected member representation on the proposed group would be Councillor Stewart as Convener of Environment, Enterprise and Infrastructure Committee; one of the Vice-Conveners of Environment, Enterprise and Infrastructure Committee; Councillor Wilson as Convener of the Local Review Body; Councillor Lyle as Convener of Development Management Committee together with two representatives from the SNP Group.

Officer representation on the group would be Jim Valentine, Depute Chief Executive and Chief Operating Officer and Barbara Renton, Director (Environment).

IT IS RECOMMENDED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM(S) IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973

- P1 CRIEFF TO COMRIE CORE PATH CMRI/126 PATH ORDERS**

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ENVIRONMENT, ENTERPRISE AND INFRASTRUCTURE COMMITTEE

Minute of meeting of the Environment, Enterprise and Infrastructure Committee held in the Council Chamber, 2 High Street, Perth on Wednesday 14 June 2017 at 2.00pm.

Present: Councillors C Stewart, M Barnacle, H Anderson (substituting for M Williamson), A Bailey, S Donaldson, D Doogan, A Forbes, A Jarvis, G Laing, M Lyle (up to and including Art. 350), A Parrott, C Purves, C Reid, W Robertson and R Watters.

In Attendance: Councillor I Campbell; J Valentine, Depute Chief Executive and Chief Operating Officer; B Renton, Director (Environment); N Brian, B Cargill, A Clegg, F Crofts, B Reekie and W Young (all The Environment Service); C Flynn, L Potter, H Rheinallt and C Vaskevicius (all Corporate and Democratic Services).

Apology for Absence: Councillor M Williamson.

Councillor C Stewart, Convener, Presiding.

The Convener led discussion on Art. 342, Art. 345, Arts. 347-349 and Arts. 351, 352 and 353 and the Vice-Convener led discussion on Art. 343, Art. 344, Art. 346 and Art. 350.

338. WELCOME AND APOLOGIES/SUBSTITUTES

The Convener welcomed all those present to the meeting and an apology was noted as above.

339. DECLARATIONS OF INTEREST

Councillor M Barnacle and Councillor W Robertson declared a non-financial interest in Art. 353 as members of the Perth and Kinross Countryside Trust.

340. MINUTES OF PREVIOUS MEETING

- (i) The Minute of the Meeting of the Environment Committee of 11 January 2017 (Arts. 5-12) was submitted, approved as a correct record and authorised for signature.
- (ii) The Minute of the Meeting of the Enterprise and Infrastructure Committee of 8 March 2017 (Arts. 146-162) was submitted, approved as a correct record and authorised for signature.

341. APPOINTMENT OF EXECUTIVE SUB-COMMITTEE

Resolved:

Councillors C Stewart, M Barnacle, C Purves, D Doogan and A Parrott be appointed to the Executive Sub-Committee.

342. COMMUNITY ENVIRONMENT CHALLENGE FUND UPDATE

There was submitted a report by the Director (Environment) (17/206), providing the Committee with an update on the award of Community Environment Challenge Funding to groups between April 2016 and March 2017.

Resolved:

- (i) The contents of Report 17/206, be noted.
- (ii) The Director (Environment) be instructed to report the outcomes of the Community Environment Challenge Fund for 2017/18 to the Committee in twelve months' time.

343. AMENDMENT OF THE CORE PATHS PLAN

There was submitted a report by the Director (Environment) (17/207), (1) setting out amendments to the Council's Core Paths Plan; and (2) recommending approval of 20 diversions and 8 deletions of core paths which have not been subject to any objection.

Resolved:

- (i) The 20 proposed diversions and 8 proposed deletions within the Core Paths Plan, as detailed in Appendix 1 of Report 17/207, be approved.
- (ii) The statutory 12 week public inspection period for the amendments detailed in (i) above, be agreed.
- (iii) The Director (Environment) be requested to remove any amendments to the Core Paths Plan, if any objections received during the public inspection cannot be resolved.
- (iv) The adoption of the final amended Core Paths Plan be approved, on the basis that any path subject to a sustained objection is removed.
- (v) It be agreed that, following the steps outlined in (ii)-(iv) above, the approved amended Core Paths Plan be published on the Council website, and the Scottish Minister be notified of the amended Plan.

344. SCOTTISH GOVERNMENT'S CONSULTATION ON THE FUTURE OF THE SCOTTISH PLANNING SYSTEM

There was submitted a report by the Director (Environment) (17/208), (1) outlining the key recommendations contained in the Scottish Government's consultation on the future of the Scottish planning system which is entitled 'Places, people and planning'; (2) outlining the key responses to the consultation submitted by officers following discussion at the Planning Policy and Practice Member/Officer Working Group; and (3) asking the Committee to endorse the proposals contained in the consultation and the comments submitted in response to these.

Resolved:

- (i) The officer response to proposals contained in the Scottish Government's consultation on planning reform, as detailed in Section 2 of Report 17/208, be noted.
- (ii) The Director (Environment) be requested to bring back a further report to the Committee on the planning review process when further details are known about the proposed reforms.

345. CYCLING, WALKING AND SAFER STREETS (CWSS) PROJECTS 2017/18

There was submitted a report by the Director (Environment) (17/209), (1) detailing the Cycling, Walking and Safer Streets (CWSS) projects implemented in 2016/17; and (2) seeking approval for a list of Cycling, Walking and Safer Streets projects for 2017/18 and for potential schemes in 2018/19.

Resolved:

- (i) The schemes implemented from the Cycling, Walking and Safer Streets Grant Funding in 2016/17, as detailed in Appendix 1 of Report 17/209, be noted.
- (ii) The list of works for Cycling, Walking and Safer Streets projects for the financial year 2017/18, as detailed in Appendix 2 of Report 17/209, be approved.
- (iii) The proposed projects to be progressed in 2018/19, as detailed in Appendix 3 of Report 17/209, subject to the award of grant funding, be noted.

346. PROPOSED ADDITIONAL GREEN ROUTES

There was submitted a report by the Director (Environment) (17/210), (1) outlining the success of previously introduced Green Routes in promoting these roads for use by more sustainable transport modes; and (2) recommending that an additional four routes (Bridge of Earn/Glenfarg, Glenfarg/Milnathort, and Rattray/Alyth, Kirkton Road/Old Mill Road to Ashgrove Road to West Mill farm, Rattray) be promoted as Green Routes.

Resolved:

- (i) It be approved that the proposed routes, as detailed in Appendices 2 to 5 of Report 17/210, are taken forward as an addition to the Green Routes projects, to be implemented in financial year 2017/18.
- (ii) The start of the legal process to promote the relevant Traffic Regulation Orders to vary the speed limits, in locations as detailed in Appendices 2 to 5 of Report 17/210, be approved.

347. RE-DETERMINATION OF FOOTWAYS/FOOTPATHS FOR SHARED USE AT MARY FINDLAY DRIVE AREA, LONGFORGAN

There was submitted a report by the Director (Environment) (17/211), (1) seeking approval to commence the legal process to propose to re-determine the footpath at Mary Findlay Drive, Longforgan to shared use for pedestrians and cyclists; and (2) indicating where shared use is proposed.

Resolved:

The commencement of the legal process for the promotion of a Re-determination Order under Section 152(2) of the Roads (Scotland) Act 1984, to allow the footways identified in Appendices 1-5 of Report 17/211 to be converted to shared use for pedestrians and cyclists, be approved.

348. RE-DETERMINATION OF NORTH MUIRTON, PERTH – FOOTWAYS FOR SHARED USE

There was submitted a report by the Director (Environment) (17/212), (1) seeking approval to commence the legal process to propose to re-determine the footpath at North Muirton, Perth to shared use for pedestrians and cyclists; and (2) indicating where shared use is proposed.

Resolved:

The commencement of the legal process for the promotion of a Re-determination Order under Section 152(2) of the Roads (Scotland) Act 1984, to allow the footways identified in Appendix 1 of Report 17/212 to be converted to shared use for pedestrians and cyclists, be approved.

349. EXTENSION OF 15 MINUTES FREE PARKING FOR ALL COUNCIL OPERATED PAY-AND-DISPLAY PARKING BAYS

There was submitted a report by the Director (Environment) (17/213), recommending changes to the relevant Traffic Regulation Orders to support the budget decision that 15 minutes free parking be enabled across the whole of the Council area in all Council operated Pay-and-Display parking bays.

Resolved:

The Director (Environment) be instructed to arrange the necessary changes to the relevant Traffic Regulation Orders to support the introduction of 15 minutes free parking across the whole of the Council area in all Council operated Pay-and-Display parking bays.

350. PROPOSED CHANGES TO 20MPH SPEED LIMIT AT HIGH STREET, KINROSS

There was submitted a report by the Director (Environment) (17/214), (1) detailing proposals to extend the existing 20mph speed limit on the High Street and adjoining roads in Kinross, as a result of requests from the local community with the support of the Community Council and the local elected members; and (2) recommending the start of varying the Traffic Regulation Order for Speed Limits.

Resolved:

The promotion of a variation to the relevant Traffic Regulation Order to allow the introduction of the new speed limit, at the locations detailed in Appendix 1 to Report 17/214, and allow its implementation, be approved.

COUNCILLOR M LYLE LEFT THE MEETING AT THIS POINT.

351. PROPOSED PROHIBITION ON DRIVING, FLORENCE PLACE, PERTH

There was submitted a report by the Director (Environment) (17/215), (1) outlining the problems experienced by Perth and Kinross Council due to the continued misuse of the automatic bollard at Florence Place, Perth; and (2) recommending that a prohibition of driving is introduced to allow the automatic bollard to be removed and prevent vehicles from using Florence Place as a through road.

Resolved:

- (i) The Director (Environment) be requested to carry out as broad a consultation as possible on the following options for combatting the problems caused to the Council by the continued misuse of the automatic bollard at Florence Place, Perth: (i) the proposed prohibition on driving as detailed in Report 17/215; and (ii) opening Florence Place to two-way traffic, incorporating appropriate traffic control measures.
- (ii) Following the conclusion of the consultation, the Director (Environment) be requested to submit a report to the Committee outlining the responses and suggested options for further consideration.

352. AMENDMENTS TO THE LIST OF PUBLIC ROADS

There was submitted a report by the Director (Environment) (17/216), recommending that the List of Public Roads is updated to take account of the amendments detailed in this report.

Resolved:

The additions to the List of Public Roads, as detailed in Appendix 1 of Report 17/216, be approved.

IT WAS AGREED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973

353. PERTH AND KINROSS COUNTRYSIDE TRUST – SERVICE LEVEL AGREEMENT REVIEW 2016/17 AND PROPOSAL 2017/18

There was submitted a report by the Director (Environment) (17/217), (1) outlining the achievements of the Perth and Kinross Countryside Trust over the last year; and (2) recommending the approval of a new Service Level agreement with the Trust for 2017/18.

A presentation on the Perth and Kinross Countryside Trust was given by M Watson, Trust Manager.

Resolved:

- (i) It be agreed that Perth and Kinross Countryside Trust has substantially delivered the Service Level Agreement for 2016/17.

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14 JUNE 2017

- (ii) The Perth and Kinross Countryside Trust be encouraged to continue with the management, governance and strategic arrangements to ensure it continues on a sustainable footing.
- (iii) A new Service Level Agreement with Perth and Kinross Countryside Trust for 2017/18, as set out in Appendix 2 of Report 17/217, be agreed.

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**PERTH AND KINROSS COUNCIL**

**PERTH CITY DEVELOPMENT BOARD**

Minute of meeting of the Perth City Development Board, held in the Council Chambers, 2 High Street, Perth on Tuesday 7 February 2017 at 4.30pm.

**Present:** J Bullough, SCAA (Chairman)  
Councillor D Doogan (up to and including Item 5)  
Councillor A MacLellan  
Councillor J Kellas  
Councillor W Wilson  
Ms B Malone, Perth and Kinross Council  
Mr J Valentine, Perth and Kinross Council  
Mr J Fyffe, Perth and Kinross Council (up to and including Item 9)  
Mr M Beale, Algo  
Ms S Butler, Scone Palace  
Mr G Gibbons, Horsecross Arts Ltd (from and including Item 4)  
Mr K Greenhorn, SSE Enterprise  
Professor C Lang, University of the Highlands and Islands (substituting for Professor C Mulholland)  
Dr E Mitchell, Scottish Enterprise  
Ms M Munckton, Perth College UHI  
Mr B Nicoll, NHS Tayside (substituting for Ms L Mclay)  
Mr D Robertson, Stagecoach East Scotland  
Mr M Robinson, Live Active Leisure  
Mr D Ross, Kilmac Construction  
Mr G Ruddock, Giraffe  
Dr T Ryan, Perthshire Photographic Society and Perthshire Society of Natural Sciences  
Mr S Stewart, Perthshire Chamber of Commerce  
Mr M Stuart, Sandeman (from and including Item 4)  
Ms V Unite, Perthshire Chamber of Commerce  
Ms M Withers, Aviva  
Ms J Yeaman, Blachere Illuminations

**In Attendance:** T Flanagan, Perth and Kinross Council  
J McCrone, Perth and Kinross Council  
H Rheinallt, Perth and Kinross Council

**Apologies:** Councillor I Miller  
Mr K Fergie  
Mr S Gilmore  
Ms L McLay  
Professor C Mulholland

J Bullough, Chairman, Presiding.

## **1. WELCOME AND INTRODUCTIONS**

J Bullough, Chairman welcomed everyone to the meeting and apologies were noted as above.

## **2. DECLARATIONS OF INTEREST**

There were no declarations of interest in any item on the agenda.

## **3. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Perth City Development Board of 15 November 2016 was submitted and approved as a correct record.

## **4. MATTERS ARISING**

### **(i) Election of Theme Leads (Item 5(ii) refers)**

The Chairman advised that the Declarations of Interest form is being finalised and will shortly be sent to Board members shortly.

## **5. TAY CITIES DEAL UPDATE**

T Flanagan, Interim Head of Economic Development, Perth and Kinross Council gave a verbal update to the Board regarding the Tay Cities Deal. The Tay Cities Deal has been published on the Tay Cities website. It consists of a series of offers from the region, and asks of the Scottish and UK Governments. The Tay area is falling behind in terms of GVA and productivity, therefore the projects are built around combatting these challenges. These projects are set within the context of the Government's economic strategy focusing on investment, innovation, internationalisation and inclusive growth, and aim to grow jobs and increase productivity to support economic growth. An example of an innovative project is the River Tay Heat Pump, which would help to combat fuel poverty and provide cheaper power for residents and businesses. There is a series of infrastructure projects, for example the Cross Tay Link Road, which involve work with the Scottish Government to develop connectivity to support other initiatives supporting growth of key sectors, inward investment and exports across the four local authorities of the region.

The next stage of the Tay Cities Deal is to develop strategic outline business cases, and the four local authorities are to consider the proposals in the deal document over the new few weeks. It is hoped that the deal will be submitted by March 2017 to the Scottish and UK Governments.

In response to a query from Councillor Kellas, T Flanagan advised that the likely investment in the Tay region due to the deal is £1.84bn, the creation of 15,000 jobs and a benefit to over half a million people across the region. J Bullough requested clarification on whether the projects were split across the different local authority areas. B Malone advised that one of the strengths of

the deal is that it involves projects which cover the entire geography of the Tay region. J Valentine further advised that the deal will increase gross value added (GVA) across the whole area, and projects will be supported that provide the biggest benefits to the area as a whole. In response to a query from B Nicoll regarding involvement of NHS Tayside health directors in the bid, B Malone advised that staff from the health sector have been involved in project development and submissions.

Councillor Wilson requested clarification on the level of involvement by the Tay region's four universities in the bid process. B Malone advised that as part of the inclusive process, the widest possible stakeholder input had been sought. She further advised that a leadership group of the principals of all the region's universities had been established, to inform and support bid proposals. Professor C Lang commented that the Leadership group meetings had been productive. M Munckton further commented on collaborative submission of the food and drink bid, which had involved close working with Perth and Kinross Council and Abertay University to bring together food and drink employers.

## **6. UK CITY OF CULTURE BID**

J Fyffe, Senior Depute Chief Executive, ECS (Equality, Community Planning and Public Service Reform), Perth and Kinross Council gave an update to the Board on the UK City of Culture Bid. There are currently six cities bidding for UK City of Culture 2021 (following the meeting, five more cities declared their intention to bid). The criteria for the bid were published in early January. The initial bid must be submitted by 28 April 2017 and the format of submissions is restricted to thirty pages, not including appendices. J Fyffe highlighted the level of engagement and support that had been shown towards the bid so far, and the importance of continuing this, due to the materiality of the connection between the bid and the community. There was a reception at Westminster, promoting Perth's bid of UK City of Culture, at the beginning of February. After the initial submissions, there will be four or less shortlisted bids. Shortlisted bids will take part in an interview/presentation in June, with the final decision announced in December.

K Greenhorn praised the reception at Westminster, which had been well-attended.

## **7. PERTH TRANSPORT FUTURES**

J Valentine, Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development), Perth and Kinross Council gave a presentation and update to the Board on the Perth Transport Futures Project.

Work on the A9/A85 upgrades has begun, which is being driven by the need to open the area for housebuilding, and is one of the biggest construction works in the area. Once it has been completed, works at the Bertha Park area can start. Following that, work will commence on the remainder of the Cross Tay Link Road, a bypass across the Tay to improve

air quality and open up further development land. The route was agreed by the Council in December, with detailed design of the link road and bridge now underway. The Council has committed its share of the cost towards the road; Transport Scotland are being asked through the Tay Cities Deal for their contribution. The link road will contribute towards reducing traffic in the city centre and open up opportunities for development and public realm improvements. J Valentine displayed a video fly through of the road which Board members were encouraged to circulate within their networks (available at [www.perthtransportfutures.co.uk](http://www.perthtransportfutures.co.uk)).

B Nicoll highlighted continuing issues in relation to traffic congestion at the Broxden roundabout, and requested clarification on whether measures were being considered to improve this given potential for this to impact on broader improvements of the transport network. J Valentine advised that improvements to Broxden were being considered by Transport Scotland as part of the strategic review of transport infrastructure investment.

In response to queries from G Ruddock regarding the potential for improvements to accessibility around the city creating a risk that people would not visit it, J Valentine advised that better transport links around Perth were linked to additional transport improvements to improve access into the city for both visitors and residents; and that people would be less likely to visit if there is a high level of congestion coming in or out of the city.

M Robinson commented on the importance of resolving transport issues through increased use of all forms of transport, to address both economic and environmental issues to sustain growth and limit environmental impacts from the projected growth in traffic, in addition to an increase due to the planned housebuilding. He further commented on the importance of drawing people into Perth. B Malone highlighted that the Perth City Development Plan provides a basis for drawing people into Perth, through growth of key business sectors, including tourism, and the development of events and cultural investment to create a vibrant city centre and strong economy.

## **8. RAIL INFRASTRUCTURE INVESTMENT**

T Flanagan gave a presentation to the Board regarding rail infrastructure investment (presentation slides attached as Appendix 1). Perth is at the centre of the rail network in Scotland and plays a pivotal role in rail connections. However, it was quicker to get to Edinburgh by train in 1895 than it is now. It is not likely that the direct rail route can be reinstated as part of the past route now forms part of the M90, therefore the challenge is to consider other measures to improve the journey speeds. Improvements to the rail network will be requested for the next Network Rail Control Period, beginning in 2019, including proposed electrification. There is a commitment to improve Perth Rail Station, which is in a pivotal location on the national rail network and within Perth City. Network improvements will increase service frequency and require track re-alignment and additional maintenance facilities. This supports potential development of additional commercial development,

improved car, public transport and pedestrian access within the station, and the development of adjacent sites including PH20. Development of improvements to the rail network and the station are being promoted in the Tay Cities Deal. Proposals can be influenced through Transport Scotland's Rail Infrastructure consultation, and TACTRAN are developing a response.

J Valentine advised that the priorities for rail are being considered by the Scottish Cities Alliance in relation to inter-urban connectivity, and how this can support economic growth across Scotland.

Dr T Ryan queried whether the transportation of goods by rail instead of road was being considered within the context of national transport reviews, to improve safety and relieve congestion. T Flanagan responded that rail freight improvements were also being considered within this context.

The Chairman requested that a response be submitted to the Rail Infrastructure Consultation, by the Perth City Development Board outlining the opportunities for trackside development which forms part of the agreed City plan. (**Action: T Flanagan**).

## **9. FAIR WORK CONVENTION**

Councillor A MacLellan gave a presentation to the Board on the Fair Work convention (slides attached as Appendix 2).

The Fair Work Convention, which was established in 2015, created the Fair Work Framework after considering how to drive forward fair work in Scotland. This is a framework to be used by everyone in the workplace to guide practice and to contribute to the vision that by 2025, people in Scotland will have a world-leading life work balance. The five dimensions of the fair work framework are: effective voice, opportunity, security, fulfilment and respect. Councillor McLellan emphasised that fair working practices delivered benefits to businesses and that fair pay and conditions, workplace representation, and support for diversity within the workforce are essential. Support was requested from the Board in relation to business participation and views.

**J FYFFE LEFT THE MEETING AT THIS POINT**

In response to a query from Dr E Mitchell regarding the potential impact on small business and potential support, B Malone advised that the potential need for this support is recognised and advice on how this can be delivered will be developed as part of the next stage.

The Chairman commented on the provision of financial support to incentivise small business participation in relation to workforce development. M Stuart highlighted that small businesses may not know what support is available for apprenticeships. K Greenhorn, SSE and M Withers, Aviva referred to the living wage status held by their respective organisations and suppliers, and offered their support to the Fair Work Framework. Councillor

McLellan highlighted the importance of collaborative working, and of larger employers supporting smaller employers.

## **10. PERTH CITY PLAN DELIVERY – PROGRESS**

There was submitted and noted a report by the Chairman (G/17/23) providing an update on the delivery of the Perth City Plan in respect of the key Themes and associated Big Moves. The Board has previously agreed that, following approval of the Plan, its delivery would be progressed via subsidiary project groups for the development of infrastructure to support smart growth and required actions for each of the Big Moves, as identified in the Plan.

The Chairman advised that the Theme Groups had not met since the last meeting of the Board on 15 November 2016, and requested that Board members let Committee Services know which Theme Groups they would like to be on, and they should pick one or two Groups (**Action – all Board members**).

An update on Infrastructure for Smart Growth was given as follows: J Valentine advised that Digital Connectivity is progressing well along with previously reported investment in transport infrastructure.

An update on Economy Prosperity and Enterprise was given as follows: S Stewart advised that: (i) V Unite is working with Invest in Perth to arrange an Invest in Perth representative; (ii) Big Move 2, high productivity activity, needs to be reconsidered in the context of the Tay Cities Deal in relation to business and sector support.

An update on City of Knowledge and Learning was given as follows: M Munckton advised that: (i) work is being done through the University Innovation Fund for the development of applied health and wellbeing; (ii) pathways from primary school are being developed; (iii) an S2 food programme for pupils being developed, with continuing professional development being carried out with staff to enable them to deliver it; (iv) the University of the Highlands and Islands has been contracted by the Scottish Government to develop an integrated honours degree for home economics students; (v) Perth College UHI engaged with Perth's winter festival; (vi) there has been significant investment in foundation apprenticeships.

### **PROFESSOR C LANG LEFT THE MEETING AT THIS POINT**

An update on City Centre was given as follows - J Bullough advised that: (i) the Mill Street and Perth Theatre works will be completed at the same time, later in 2017; (ii) the Norrie Miller Walk lights show had had 29,000 visits so far since it began on 28 January 2017; (iii) St Paul's Church had been acquired by the Council and stabilisation work is beginning imminently; (iv) Thimblerow site negotiations are continuing; (v) the lighting on Skinnergate has been installed.



## **11. COMMUNICATIONS**

The Chairman advised that Board members with knowledge and experience of communications will be discussing the Board's communications strategy; an update will be provided in due course.

## **12. DATE OF NEXT MEETING**

The next meeting will be held on Tuesday 30 May 2017 in the Council Chambers, 2 High Street, Perth, PH1 5PH.



## PERTH AND KINROSS COUNCIL

## Environment, Enterprise and Infrastructure Committee

6 September 2017

## Road Safety Inspection and Defect Categorisation Policy

## Report by Director (Environment)

**PURPOSE OF REPORT**

This new Policy replaces a guidance document that has been in use since the late 1990s. In association with the Road Maintenance Strategy, it will provide a consistent methodology for the management of the road network. It focuses on delivering an efficient and effective reactive response to defect repairs to maintain the safety of the road network.

The implementation of this new Policy will also allow performance to be monitored and reviewed, implementing any necessary improvements identified through its use.

The approval of the Policy also satisfies an outstanding internal audit action.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The Roads (Scotland) Act 1984 states that a local roads authority shall manage and maintain all such roads in their area that are included in the list of public roads held by the authority. These are commonly referred to as “adopted roads” and this inspection policy applies only to these. It will also ensure compliance with this Statutory requirement.
- 1.2 Council officers have been using a guidance document which was agreed in the late 1990s. However, the new Well-managed Highway Infrastructure - A Code of Practice (October 2016) recommends a risk based approach to managing all aspects of the road network which includes inspection and repair. This is a major move away from prescriptive descriptions of defects in previous codes.
- 1.3 The Society of Chief Officers for Transportation in Scotland (SCOTS) in November 2016 developed draft inspection guidelines with the aim of achieving a consistent approach across Scotland. This policy is based on the draft guidance.
- 1.4 In addition, officers in Dundee City, Angus and Perth & Kinross Councils are working on a collaborative approach to many aspects of service delivery. This Policy will enable future potential sharing of resources and allow for common performance and specifications to be followed. An “Operational Addendum and Training Manual” will be developed to assist road supervisors and others involved in the activity to ensure a consistent approach across this Council area, along with Dundee City and Angus Councils.

- 1.5 The Council is responsible for the maintenance of 2,500km of carriageways and over 1253km of footways/footpaths. It has finite resources for managing and maintaining these. The implementation of this policy will increase best value by improving the longevity/durability/service life of pothole repairs and other road safety defect repairs.
- 1.6 In 2016/17, the Council repaired 10207 defects across all repair categories. Approximately 5% of defects require a repeat visit to effect a second make safe repair, although exact numbers cannot be ascertained as the potholes are not currently recorded via a GPS system. The opportunity to better programme an appropriate repair, utilising hot material in suitable weather conditions, will significantly reduce this need for a second visit. While it will never be possible to totally eliminate repeat visits, the estimated cost of £26,775 per year will be significantly reduced, as well as frustration/inconvenience to the road user.

## **2. Safety Inspections**

- 2.1 Safety inspections are designed to identify and repair defects to minimise the exposure of danger or serious inconvenience to users of the road network or the wider community. Such defects include those that require immediate attention, as well as those where the locations and sizes are such that longer periods of response are possible.
- 2.2 The safety inspection regime forms a key aspect of the council's strategy for managing liability and risk, mitigates the Council's exposure and enables a robust defence against claims for loss. Inspection frequencies are based on the importance and level of use a road receives. As such, a hierarchy of roads was put in place in the late 1990s. This has been reviewed for this policy document and inspection frequencies ranging from 1 month to annually have been put in place across the network.
- 2.3 The new policy focusses on the higher risk areas and, as such, a number of low use footways and suburban car parks will not be formally inspected. Reported defects will, however, be treated in accordance with the principals of this policy and records kept on an electronic system (RMS).
- 2.4 All carriageway inspections will be carried out from a slow moving vehicle and on A Class roads these require to be double manned. Records will be kept on the same electronic system (RMS).
- 2.5 Footway inspections are also carried out by driving, but the policy introduces a new requirement for all urban footways to receive one walked inspection per annum. Records will be kept on the same electronic system (RMS).

2.6 Many defects are notified to the Council that are the responsibility of other organisations such as utility companies. The Council have a duty of care to the public to ensure the network is safe and will often make these defects safe. This policy does, however, set out a process of how to treat recurring defects on assets owned by others. This will both protect the Council liability and enable the Council to recoup costs associated with the defect.

### Defects repair periods

2.7 In order to make the best use of our budget allocations, the new policy has given consideration to our current repair periods.

2.8 Current defect repair targets as documented within our current Roads Inspection Manual are:

| Defect category | Safety defect type                                                                                                             | Make safe / repair target time                                                                                |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| 1               | Immediate and critical hazard to road users                                                                                    | Make safe immediately / repair within four hours                                                              |
| 2               | Urgent or immediate risk of rapid deterioration into a category 1 defect                                                       | Make safe or repair by the end of the following working day                                                   |
| 3               | Moderate level of hazard or risk of structural deterioration and meets safety defect intervention level criteria               | Repair within seven days                                                                                      |
| 4               | Defects not presenting imminent hazard to road users but likely to deteriorate and require attention prior to next inspection. | Intention to complete wherever possible within 28 days and in all circumstances prior to the next inspection. |

2.9 The following table details the numbers of defects in each category recorded over the last 5 years. The effect of the new categorisation will be monitored against this historic data moving forward.

| Defect category | 2012/13 | 2013/14 | 2014/15* | 2015/16** | 2016/17 |
|-----------------|---------|---------|----------|-----------|---------|
| 1               | 41      | 47      | 64       | 84        | 26      |
| 2               | 211     | 297     | 498      | 461       | 164     |
| 3               | 5738    | 6832    | 16101    | 16252     | 10017   |
| 4               | 339     | 382     | 784      | 1155      | 1551    |

Note: \* In 2014/15, a more detailed recording regime of “clusters of potholes” was implemented. Previously an inspector would state “repair all potholes” which was recorded as 1. However, the Service moved to stating the number, or estimated number, within a cluster or short length of carriageway.

\*\* 2015/16 was the very wet winter, with a number of storms that caused widespread damage to the road network.

### 3. Road Safety Inspection and Defect Categorisation Policy - proposals

3.1 The new policy (Appendix 1) proposes to change our repair targets to:

#### New defect repair targets

| Defect category | Safety defect type                                                                                              | Make safe / repair target time                                                              |
|-----------------|-----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| 1               | Immediate and critical hazard to road users                                                                     | Make safe immediately and/or repair within four hours                                       |
| 2               | Medium level of hazard or risk of rapid deterioration into a category 1 defect                                  | Make safe or repair within five working days                                                |
| 3               | Low risk of structural deterioration and meets safety defect intervention level criteria                        | Repair within thirty working days                                                           |
| 4               | Not classed as a safety defect as very low / no risk, often inspected following 3 <sup>rd</sup> party reporting | Record for insurance purposes and include in future maintenance project as resources permit |

3.2 Through changing the defect repair target times, the following benefits will be possible

- Facilitate more effective planning for first time permanent repairs to potholes and other road safety defects. A 1<sup>st</sup> time permanent repair consists of cutting a regular shape around the pothole, painting edges with bitumen, laying hot material (transported/stored in a hotbox) and compacting it with appropriate plant.
- Ensures better use of public funding by improving the longevity/durability/ service life of pothole repairs and other road safety defect repairs
- Improves production, decreases waste material costs and drives down the average cost of safety defect repairs
- Allows roads maintenance officers more flexibility to plan works on the road network
- Improves budget allocation to ensure first time permanent repairs to potholes

3.3 Category 1 defects remain unchanged so any imminent risk of loss or injury will still be mitigated against. However, lesser defects which were “close of play next day” will default to 5 working days. This will enable officers to improve the longevity/durability/service life of pothole and other road safety defect repairs by carrying out the most appropriate repair in appropriate conditions, and reducing return visits. This, in turn, will enable more effective use of budget allocations.

3.4 For both category 2 and 3 defects, it will remain possible to repair more urgently within the repair window. The Service will endeavour to do so as resources permit, while monitoring and managing performance.

## Defect Reporting

- 3.5 Defects which are reported through the Council Contact Centre are automatically (through the electronic system - RMS) allocated to the appropriate assistant road maintenance officer (5 staff covering specific geographical areas). Many of these do not meet the criteria for repair but all will be inspected within 5 working days and records kept on RMS. Where the reported defect is found not to meet the repair criteria, it will be recorded as Category 4 to assist the process of determining where planned maintenance work is required in future.
- 3.6 Performance against set standards for repairing defects is currently reported to Committee in the Roads Asset Annual Status Report (Report No 16/499 refers). This will continue after the implementation of this policy.
- 3.7 It is proposed this policy be implemented from 1 October 2017.

## 4. CONCLUSION AND RECOMMENDATION

- 4.1 Work has been undertaken to revise the road safety inspection and defect categorisation policy, in line with the new national Code of Practice, and the draft inspection guidelines issued by SCOTS. It is anticipated that this will
- (i) minimise the exposure of danger or serious inconvenience to users of the network or the wider community
  - (ii) mitigate the Council's exposure to risk and enable a robust defence to claims of loss
  - (iii) ensure compliance with Statutory requirements
  - (iv) increase best value by improving the longevity / durability / service life of pothole repairs and other road safety defect repairs
- 4.2 It is recommended that the Committee:-
- (i) approves the Road Safety Inspection and Defect Categorisation Policy as set out in Appendix 1 and;
  - (ii) requests the Director (Environment) to ensure the development of a system of GPS recording within the RMS system to detail the exact location of defects and incidences of repeat repairs and support enhanced monitoring

### Author

| Name         | Designation                                   | Contact Details                                                                                    |
|--------------|-----------------------------------------------|----------------------------------------------------------------------------------------------------|
| Stuart D'All | Deputy Manager – Road Maintenance Partnership | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

### Approved

| Name           | Designation            | Date         |
|----------------|------------------------|--------------|
| Barbara Renton | Director (Environment) | 19 July 2017 |

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You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.



## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>None</b>       |
| Legal and Governance                                | <b>None</b>       |
| Risk                                                | <b>Yes</b>        |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>None</b>       |
| External                                            | <b>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

1.1 The Council's Corporate Plan 2013 – 2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (v) Creating a safe and sustainable place for future generations – this Policy will ensure the road asset is maintained in a safe condition for current and future generations

#### Corporate Plan

1.2 (v) Creating a safe and sustainable place for future generations – this Policy will ensure the road asset is maintained in a safe condition for current and future generations

### 2. Resource Implications

#### Financial

2.1 It is anticipated that this new Policy will be cost neutral but defect repair costs will be monitored after implementation and compared against historic costs.

### Workforce

- 2.2 There are no workforce implications arising from this report.

### Asset Management (land, property, IT)

- 2.3 There are no asset management implications arising from this report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).
- 3.2 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as **not relevant** for the purposes of EqIA

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 No further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

### Sustainability

- 3.5 N/A.

### Legal and Governance

- 3.6 N/A.

### Risk

- 3.7 There is a risk that claims for loss or damage will be presented to the Council for a perceived failure to carry out its statutory duties. The Council does have very good record of defending claims with the process currently in place.
- 3.8 The implementation of this Policy will mitigate the risk further and enhance the defence of any such claim.

#### **4. Consultation**

##### Internal

- 4.1 The Head of Legal and Governance, the Head of Democratic Services and the Head of Finance have been consulted in the development of this report.

##### External

- 4.2 N/A.

#### **5. Communication**

- 5.1 N/A.

#### **2. BACKGROUND PAPERS**

- 2.1 Internal Audit Report 13-05 – July 2013
- 2.2 Well-managed Highway Infrastructure - A Code of Practice (October 2016)
- 2.2 Society of Chief Officers for Transportation in Scotland (SCOTS) – Draft Inspection Guidelines
- 2.3 Perth and Kinross Council – Road Inspection Manual 2007

#### **3. APPENDICES**

- 3.1 Appendix 1 - Road Safety Inspection and Defect Categorisation Policy





The Environment Service  
Environmental and Consumer  
Services

**Road Safety Inspection and Defect  
Categorisation Policy**

## Document Information

|                    |                                                                                                                              |
|--------------------|------------------------------------------------------------------------------------------------------------------------------|
| <b>Title</b>       | Perth and Kinross Council - Inspection & Defect Categorisation Policy                                                        |
| <b>Author</b>      | Stuart D'All – Road Maintenance Partnership Deputy Manager                                                                   |
| <b>Description</b> | This document details the Policy of Perth and Kinross Council for road safety inspections, defect categorisation and repair. |

## Document History

| <b>Version</b> | <b>Status</b> | <b>Date</b> | <b>Author</b> | <b>Changes from Previous Version</b>                                              |
|----------------|---------------|-------------|---------------|-----------------------------------------------------------------------------------|
|                | Archived      | 1996        | JKValentine   | Original guidance document approved by TES SMT                                    |
| 1.0            | Draft         | 19/06/17    | SLD'All       | Consideration of CoP changes, Scotland wide consistency and SCOTS recommendations |
|                |               |             |               |                                                                                   |
|                |               |             |               |                                                                                   |

## Document Control

| <b>Version</b> | <b>Status</b> | <b>Date</b> | <b>Authorised for Issue by Perth and Kinross Council – Road Maintenance Partnership</b> |
|----------------|---------------|-------------|-----------------------------------------------------------------------------------------|
|                |               |             |                                                                                         |
|                |               |             |                                                                                         |
|                |               |             |                                                                                         |

# **POLICY FOR ROAD SAFETY INSPECTIONS AND DEFECT CATEGORISATION**

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## **1. Introduction**

- 1.1 The Roads (Scotland) Act 1984 under section 1, states that "...a local roads authority shall manage and maintain all such roads in their area as are for the time being entered in a list (in this Act referred to as their "list of public roads") prepared and kept by them under this section." – these are commonly referred to as adopted roads and this Policy applies only to these. It should be noted the term "road" includes the footway and verge.
- 1.2 The new Well-managed Highway Infrastructure - A Code of Practice (October 2016), hereinafter referred to as "The Code", recommends a risk based approach to managing all aspects of the road network inspections of all road elements. The Addendum to this Policy document specifically relates to the procedure for the carrying out of safety inspections, defect identification and repair.
- 1.3 The establishment of an effective regime of safety inspections is a crucial component of road maintenance in accordance with the Code, and the Society of Chief Officers of Transportation in Scotland (SCOTS) seek to encourage the benefits that will be gained by harmonising such procedures across Scotland.
- 1.4 The Policy has been developed in partnership with the Roads Authorities associated through Society of Chief Officers for Transportation in Scotland (SCOTS) to focus on safety inspections, categorisation of defects and repairs. Officers across all Scottish authorities recognise the benefits of adopting a common approach with regards to road safety inspections and intervention levels for the repairs to road defects which follow the principles of the code.
- 1.5 Whilst the implementation of the Policy only applies to adopted roads, the principals contained herein will enable Perth and Kinross Council to manage and maintain similar road assets not contained within their list of public roads, but where the Council has a maintenance responsibility.
- 1.6 The Policy will provide a consistent methodology for the management of the road network that focuses on the safety of the road network for the travelling public. It is intended that the implementation of this Policy will also allow performance to be monitored and reviewed, implementing any necessary improvements identified through its use.
- 1.7 This consistent approach will also assist the Council when defending any public liability claim that may be intimated against them.
- 1.8 The Policy does not relate to the Winter Service, nor reactive response to any other weather emergency.

## **2. Statement of Policy**

- 2.1 This Policy and addendum defines the standards for safety inspections on public roads in the Perth and Kinross Council area including the nature and priority of response to defects encountered. It is intended to provide a correct and clear process for all staff involved with these inspections to follow.



- 2.2 The Policy has been developed to ensure safety inspections are carried out in the safest manner possible for road users and inspection staff. The general term 'inspector' has been used to cover all staff involved in the survey process.
- 2.3 Not all circumstances are specifically covered in this Policy however inspectors are expected to use their own initiative/best judgement in such situations based upon the principals set out in this Policy and the guidance contained within the Operational Addendum and Training Manual.
- 2.4 Recording details of all inspections promptly, including 'nil returns', together with action taken, is essential as this information would be required in the event of any legal action against the Council for alleged failure to maintain, and its completeness and accuracy will be crucial.
- 2.5 Perth and Kinross Council has a statutory duty to manage and maintain public roads within the council area. The council is responsible for nearly 2449km of carriageways and over 1253km of footways/footpaths but has finite resources for managing and maintaining these.
- 2.6 An effective road safety inspection procedure is needed to maximise the safety of road users within the constraints of resources available to the council.
- 2.7 The council aims to ensure that the safety inspection activity identifies and rectifies hazardous defects on public roads in a timely manner, in line with best practice where reasonable and within available resources.

### **3. Objectives of safety inspections**

- 3.1 Safety Inspections are designed to identify and repair defects likely to cause danger or serious inconvenience to users of the network or the wider community. Such defects include those that require immediate attention as well as those where the locations and sizes are such that longer periods of response are possible.
- 3.2 The Safety Inspection regime forms a key aspect of the council's strategy for managing liability and risk.
- 3.3 The council uses its Safety Inspection process, monitoring information and a regime of proactive maintenance to reduce risk and provide the public with a safer roads network.
- 3.4 The objectives of safety inspection activity are:
  - To minimise the risk of injury and disruption to road users as far as is reasonably practicable
  - Provide a regular, structured inspection of the public road network, within available resources
  - Deliver a consistent, reliable response to identified defects, within available resources
  - Maintain accurate and comprehensive records of inspections and response
  - Enable the Council to provide a clear accurate and comprehensive response to claims

#### **4. Principals of Service Delivery**

- 4.1 The safety inspection process is a tool to ensure that our legal responsibilities with regard to the inspection and maintenance of public roads are fulfilled. A robust process allows us to demonstrate this and has the benefit of reducing the number of claims made against the Council, and better defend those which are made.
- 4.2 Safety inspection and response is one of the most important and highly visible demonstrations of the Council's commitment to its customers and the delivery of its duty of best value. Response times and quality of work are dependent upon effective partnership working between the Road Maintenance Partnership technical staff and our contractors operatives.
- 4.3 The Council has an obligation to ensure that the inspectors and the staff within the Roads Service are well trained, supported and able to work together effectively as a single organisation. Roles and responsibilities are clearly defined in the Operational Addendum and Training Manual.
- 4.4 In the case of absence of an inspector due to annual leave or ill health it will be the responsibility of the appropriate Senior Engineer to ensure a suitably trained substitute Inspector undertakes any inspection due within the time frames set down in this manual.
- 4.5 During periods of extreme weather, the most senior available Road Maintenance officer will make a decision regarding the viability of a safety survey being undertaken - taking into account the availability of staff/operatives and the Council priority in light of the prevailing weather conditions. The Senior Officer should ensure that the safety survey is however carried out as soon as practicable after cessation of the severe weather.

#### **5. Safety Inspections**

- 5.1 Safety inspections identify defects within the road network, including those that are likely to create a danger or serious inconvenience to road users or the wider community and therefore require immediate or urgent attention.
- 5.2 Safety inspections are normally undertaken by an inspector in a slow moving vehicle however in heavily used urban areas, particularly when inspecting footways, walked inspections will often be required. It may also be appropriate to inspect cycle routes on a bicycle.
- 5.3 During safety inspections, all observed defects that provide any foreseeable degree of risk to users will be recorded. The degree of deficiency in the road elements will be crucial in determining the nature and speed of response. Judgement will always need to take account of particular circumstances. For example the degree of risk from a pothole depends upon not only its depth but also its surface area, presence of vertical edges and location within the road.

## 5.4 Items for Inspection

The following are examples of the types of defect which when identified should be assessed and an instruction for repair issued with an appropriate response time specified. The list identified below is not exhaustive.

Carriageway defects such as: -

- 1 Surface defects and other local defects
- 2 Abrupt level differences in running surface
- 3 Edge deterioration of the running surface and other local defects
- 4 Excessive standing water and water discharging onto and or flowing across the road
- 5 Blocked gullies and obstructed drainage channels or grips which could lead to ponding or flooding
- 6 Debris and/or spillages
- 7 Missing cats eyes
- 8 Missing or damaged covers

Footway & Cycleway defects such as: -

- 1 Surface and other local defects
- 2 Excessive standing water and water discharging onto and or flowing across the foot/cycleway
- 3 Dangerous rocking paving slabs
- 4 Large cracks or gaps between paving slabs
- 5 Missing or damaged covers
- 6 Debris and or spillages likely to be a hazard

Street Furniture Defects such as:-

- 1 Damaged safety fencing
- 2 Damaged parapet
- 3 Damaged handrail
- 4 Damaged road structures
- 5 Damaged boundary fence where animals or children could gain access

Traffic Signs such as:-

- 1 Missing, damaged or faded regulatory or warning sign or bollard
- 2 Major sign plate or structural failure
- 3 Electrically or otherwise unsafe apparatus
- 4 Damage which may cause a dangerous obstruction to road traffic or other road users

Other Safety Defects:-

- 1 Badly worn Stop, Give Way or double continuous white line
- 2 Overhead wires in dangerous condition
- 3 Sight-lines obstructed by trees and other vegetation,
- 4 Trees in an apparent dangerous condition, (referred to a specialist officer for comment)
- 5 Earthslips where debris has encroached or is likely to encroach the road
- 6 Rocks or rock faces constituting a hazard to road users

## 6. Frequency of Inspection

6.1 Based on the Code for carriageway and footway hierarchy, the recommended frequencies for inspections are set out in the following tables.

**Table 1 – Adopted Carriageway Hierarchy**

Urban and residential carriageway inspections will principally be carried out from a car but may be carried out foot, with rural carriageway inspections being carried out from a vehicle.

| Carriageway Category | Hierarchy Description | Type of Road General Description                                                                                                     | Description                                                                                                                                                                                                                                                    |
|----------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                    | Motorway              | N/A                                                                                                                                  | N/A                                                                                                                                                                                                                                                            |
| 2                    | Strategic Route       | Principal A Roads between Primary Destinations                                                                                       | Routes for fast moving long distance traffic with little frontage access or pedestrian traffic. Speed limits generally in excess of 40mph with few junctions.                                                                                                  |
| 3a                   | Main Distributor      | Major Urban Network & Inter-Primary Links. Short to medium distance traffic.                                                         | Routes between strategic routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40mph or less.                                                                                        |
| 3b                   | Secondary Distributor | Classified Roads (B & C Class) and unclassified urban bus routes carrying local traffic with frontage access and frequent junctions. | In rural areas these roads link the larger villages and HGV generators to the Strategic and Main Distributor Network. In built up areas these roads have 30mph speed limits and high pedestrian activity.                                                      |
| 4a                   | Link Road             | Roads linking between the Main & Secondary Distributor Network with frontage access and frequent junctions.                          | In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always suitable of carrying two-way traffic. In urban roads they are residential or industrial inter connecting roads with 30mph speed limit. |
| 4b                   | Local Access Road     | Roads serving limited numbers of properties carrying only access traffic.                                                            | In rural areas these roads serve small settlements and provide access to individual properties and land. They are often single lane and unsuitable for HGV. In residential areas they are residential loop roads or cul-de-sacs.                               |

**Table 2 – Adopted Footway Hierarchy**

Footway inspections may be carried out either on foot or from a vehicle, but urban footways must be walked at least once per annum. For footways with on street parking adjacent to them, inspection from a vehicle should only be carried out when parking is light.

| Category | Category Name                     | Description                                                                                      |
|----------|-----------------------------------|--------------------------------------------------------------------------------------------------|
| 1(a)     | Prestige Walking Zones            | Very busy areas of town centres with high public space and Streetscene contribution.             |
| 1        | Primary Walking Routes            | Busy urban shopping and business areas and main pedestrian routes.                               |
| 2        | Secondary Walking Routes          | Medium usage routes through local areas feeding into primary routes, local shopping centres etc. |
| 3        | Link Footways / Footpaths         | Linking local access footways through urban areas and busy rural footways.                       |
| 4        | Local Access Footways / Footpaths | Footways associated with low usage, short estate roads to the main routes and cul-de-sacs.       |

**Table 3 – Hierarchy Frequency of Inspection**

| Feature     | Description                              | Category | Frequency                                                  |
|-------------|------------------------------------------|----------|------------------------------------------------------------|
| Roads       | Strategic Routes                         | 2        | Monthly                                                    |
|             | Main Distributor / City Centre Car Parks | 3(a)     | Monthly                                                    |
|             | Secondary Distributor                    | 3(b)     | Monthly                                                    |
|             | Link Road                                | 4(a)     | 3 Monthly                                                  |
|             | Local Access                             | 4(b)     | Annually                                                   |
|             | All other locations (Carparks)           |          | Not inspected – reactive response only to defects notified |
| Footways    | Prestige Walking Zones                   | 1(a)     | Monthly                                                    |
|             | Primary Walking Routes                   | 1        | Monthly                                                    |
|             | Secondary Walking Routes                 | 2        | 3 Monthly                                                  |
|             | Link Footway                             | 3        | Annually                                                   |
|             | Local Access Footways                    | 4        | Annually                                                   |
|             |                                          |          | Not inspected – reactive response only to defects notified |
| Cycle Route | Part of Carriageway                      |          | As per associated road                                     |
|             | Remote from road                         |          | 6 monthly                                                  |
|             | Cycle Trails                             |          | Not inspected—reactive response only to defects notified   |

- 6.2 Additional reactive inspections may be necessary in response to user or community concerns, as a result of incidents or extreme weather conditions, or in the light of monitoring information. These reactive inspections will not be routinely recorded although defect information will be.
- 6.3 Those assets not contained within the list of public roads and thus not adopted, but which are the responsibility of the Council, are not formally inspected on a planned basis. They will be reactively inspected following notification of a defect, and repairs to defects found will be carried out in accordance with repair regime for defects on the adopted network.

Table 4 - Tolerance between Inspection

| Inspection frequency | 1 month    | 3 month     | 6 month    | annual     |
|----------------------|------------|-------------|------------|------------|
| Tolerance            | +/- 7 days | +/- 14 days | +/-28 days | +/-28 days |
| Max between          | 36 days    | 100 days    | 200 days   | 392 days   |

## 7. Intervention Levels and Response Times

- 7.1 Inspectors undertaking safety inspections or responding to reported incidents require to use judgement in determining response times to observed or reported defects. The Code recommends that roads authorities adopt a system of defect risk assessment for determining the response times to road defects.
- 7.2 The defect risk identified through this process have to be evaluated in terms of the significance. This means assessing the likely impact of the defect and the probability of it actually happening. The impact is quantified by assessing the extent of damage likely to be caused as a result. As the impact is likely to increase with increasing speeds, the volume of traffic and category of road are important considerations in the assessment. The probability is quantified by assessing the likelihood of users passing by or over the defect, encountering the risk. As the probability is likely to increase with increasing vehicular or pedestrian flow, the network hierarchy and defect location are consequently important considerations in the assessment.
- 7.3 The risk based approach to defect categorisation provided within this document therefore takes cognisance of the hierarchy of the road on which a defect presents itself. Response times for which a defect should be repaired or made safe will depend upon: -
1. The depth, surface area or other extent of the defect.
  2. The volume, characteristics and speed of traffic.
  3. The location of the defect relative to road features such as junctions and bends.
  4. The location of the defect relative to the positioning of users, especially vulnerable users, such as in traffic lanes or wheel tracks.
  5. The nature and extent of interaction with other defects.
  6. Forecast weather conditions, especially potential for freezing of surface water.

- 7.4 All defects identified therefore require to be evaluated in terms of their significance. This means assessing the likely impact of exposure to the risk and the probability of it actually happening. Having identified a particular risk, the Risk Matrix below will be used as the principle to determine the defect category and response time.
- 7.5 The Defect and Priority tables in the Operational Addendum use this risk assessment principle and have been populated on the basis of individual defect types. It is these tables which should be used to help assess risk for any defect noted.

| Probability →<br>Impact ↓ | Very Low (1) | Low (2) | Medium (3) | High (4) |
|---------------------------|--------------|---------|------------|----------|
| Negligible (1)            | 1            | 2       | 3          | 4        |
| Low (2)                   | 2            | 4       | 6          | 8        |
| Noticeable (3)            | 3            | 6       | 9          | 12       |
| High (4)                  | 4            | 8       | 12         | 16       |

| Response Category | Cat 4<br>(No Action –<br>record only) | Cat 3<br>(30 Days) | Cat 2<br>(7 Days) | Cat 1<br>(4 Hours) |
|-------------------|---------------------------------------|--------------------|-------------------|--------------------|
| Risk Value        | (1 - 4)                               | (6 – 8)            | (9 – 12)          | (16)               |

- Category 1:** Represent a high risk to road users and **should be corrected or made safe at the time of inspection, if reasonably practicable.** In this context, making safe may constitute displaying warning signs and/or coning off to protect the public from the defect. If it is not possible to correct or make safe the defect at the time of inspection, **emergency repairs to make safe should be carried out within 4 hours.** Where practicable, safety defects of this category should not be left unattended until a temporary or permanent repair has been carried out.
- Category 2:** **Repair within 5 working days.** This allows a more proactive approach to be adopted for those defects that represent a medium risk to road users or because there is a risk of short-term structural deterioration.
- Category 3:** **Repair within 30 working days.** Defects that require attention because they represent a low risk to road users. This allows defects of this nature to be included into longer planned programmes of work.
- Category 4:** **Monitor and Review condition** during subsequent planned inspection. Defects in category 4 are not classed as safety defects and are inspected

following 3<sup>rd</sup> party reporting. Record for insurance purposes and include in future maintenance project as resources permit.

- 7.6 A working day is defined as any day except Saturday, Sunday or Public Holidays.
- 7.7 Unless advised as high risk defects that are reported will be inspected within 5 working days and the appropriate level of response will be determined using the guidelines set out within this Policy.
- 7.8 It may not be possible, particularly at certain times of year, to meet target response times, due to pressure on resources. This could, but not exclusively, be due to the high number of defects that can arise in a short period of time after periods of adverse weather, such as prolonged spells of heavy rain or snow, or freeze / thaw conditions. Prolonged periods of adverse weather may also prevent remedial measures being carried out.
- 7.9 Records of all safety inspections, defects and works instructions issued following inspections shall be documented within an electronic Routine Maintenance System.

## **8. Defects that are not the Responsibility of the Council**

- 8.1 During an inspection, defects may be identified which are not the responsibility of the Council to repair. The Council does however have a duty of care to the users of the road, therefore the defect must be recorded and the party responsible for the asset must be made aware of the defect. If the defect is identified as a Category 1 defect, it should be made safe either by signing and guarding or by a temporary repair. NOTE – insurers / legal do not consider a cone to be satisfactory safety measure and so a footway board or similar should be laid across the defect.

### **8.2. Statutory Undertakers' Defective Apparatus**

Where defective apparatus belonging to undertakers is identified, the defect must be recorded and the utility contacted (via the Scottish Road Works Register). This is a requirement of separate statutory legislation, the New Roads & Street Works Act 1991 – Code of Practice for Inspections.

Upon the next routine inspection if the defect is still present the utility should be contacted again and given a reasonable period to affect a repair. Thereafter the Council will affect a repair and charge all costs to the utility.

### **8.3 Defects that are the responsibility of other Third Parties**

Where the defect is the responsibility of another party who is not a Statutory Undertaker, for example an adjacent landowner, the defect should be recorded and the landowner contacted with a request to carry out the necessary remedial works within an appropriate period of time. A number of scenarios may arise from an inspection, which are covered by provisions contained within the Roads (Scotland) Act 1984. It may be appropriate to inform the party responsible for the defect / hazard of their responsibilities under the Act.

Some selected examples of the above are;



- a. Prevention of danger to road users from nearby vegetation and fences etc. or from retaining walls being inadequate (Section 91)
  - b. Deposit of mud from vehicles on road (Section 95)
  - c. Control of flow of water etc. onto roads (Section 99)
- 8.4 A number of these provisions within the Act allow the Roads Authority to carry out remedial works to address the defect/hazard either immediately or after a suitable period of notice, and further may give powers to recover any expenses reasonably incurred in doing so. The Council will seek to recover expenses in all situations.
- 8.5 Any decision to undertake such remedial work should not be done without the agreement of a suitably responsible person. In the first instance the preferred option is to have constructive discussion with the responsible party, in order to resolve the issue.

## **9. Health and Safety**

- 9.1 In general road inspections are carried out from a slow moving vehicle or on foot. However, it would seem logical that if possible cycle routes be inspected by bicycle. In all cases the vehicle should be driven at an appropriate speed to allow any defects to be identified and recorded.
- 9.2 Inspections are to be conducted in accordance with the Council's procedures for the health, safety and welfare of its employees and others.

As a minimum:

- a. All staff engaged in inspections must wear high visibility clothing to BS EN 471 class 3.
  - b. All vehicles used to carry out inspections shall be liveried to an appropriate standard in accordance with Chapter 8 of the Traffic Signs Manual and all necessary vehicle checks shall be carried out prior to inspections being undertaken.
- 9.3 Driven safety inspections shall be undertaken by two people on A Class roads where the national speed limit applies. All other inspections can be undertaken by one person **Note:** The Council's Lone Working Procedures should be followed when an inspector is undertaking a safety inspection on his/her own.
- 9.4 When recording defects on the laptop/tablet/pda etc the vehicle must be brought safely to a complete halt. When stopping the vehicle it shall be parked off the live carriageway wherever possible. If this cannot be achieved then there must be clear visibility in both directions and the roof mounted beacon must be switched on. Traffic must not be forced across any continuous solid white centre line.
- 9.5 If a defect is considered to be a Category 1 defect, full traffic management (TM) should be called for and the safety inspection vehicle should remain in place protecting the public from the hazard, if it is safe for the inspector and travelling public, until TM is in place.
- 9.6 All inspection vehicles should carry traffic cones as the vehicle capacity will allow. The cones should be kept clean and should be inspected regularly and replaced as necessary.

- 9.7 In addition to any other equipment they consider necessary, Inspectors should carry a camera to photograph defects, and when available a GPS enabled system to accurately record the location of defects.

## **10. Monitoring and Review**

- 10.1 Regular monitoring and review of hierarchy, standards, procedures and records is an essential aspect of the system, for a number of reasons:-
- To enable changes in risk to be identified, if necessary, in new standards or procedures
  - To enable any uncertainties or problems in responsibilities, procedures or treatments to be discussed and resolved
  - To enable actual or potential claims to be reviewed and strategy for defence agreed where appropriate
  - To review inspection and response performance and enable any possible improvements or efficiencies to be discussed and introduced.
- 10.2 All information obtained from safety inspections, together with the nature of response, including nil returns, shall be recorded consistently. The data obtained shall be able to be reviewed independently and in conjunction with other survey information. It shall be stored electronically in the council's electronic system (RMS).
- 10.3 Service requests, complaints, reports or information from users and other third parties shall also be recorded, along with the outcome of the contact. No call back will routinely occur however the Contact Centre can access the outcome via RMS should the third party call the Council back.
- 10.4 All inspection records shall include the date, time, weather conditions and the name of the person conducting the inspection.
- 10.5 The network and its hierarchy is fluid and as a minimum the network shall be reviewed for changes with regard to hierarchy at least every two years.

Changes in the network hierarchy shall be approved by the appropriate Head of Service and may be altered in response to the factors listed below:

- Traffic growth or reduction
- Sections of the network which have a higher than normal level of accidents/claims
- Pedestrian/cyclist growth or reduction
- Sections of the network being promoted as safer routes to school or for leisure use
- Change of use to premises adjacent to the road
- Recurring defects of the same nature being identified at a location where non-routine maintenance work is required to resolve the issue
- Non-routine maintenance work carried out to resolve recurring defects identified at a specific location

This Policy will be reviewed every two years and submitted for approval to Council at no more than 5 year intervals.

## **11. Performance Reporting**

The performance of the safety inspection regime is monitored using appropriate indicators which are reported annually to Committee and benchmarked against similar authorities through the SCOTS/APSE benchmarking initiative.

These indicators will be reported through the RMP Board & annually in the Status Report and include :

- the percentage of inspections completed on time with the target 95% which is 5% above the level achieved on average across Scotland
- the number of category 1 defects repaired on time (within 4 hours) with the target 100% due to the risk of imminent loss or injury arising from the defect
- the number of category 2 defects repaired on time (within 5 working days) with the target 100% due to the medium risk arising from the defect
- the number of category 3 defects repaired on time (within 30 working days). The extended period for repair of these low risk defects is so that cost effective 1<sup>st</sup> time permanent repairs can be programmed which will minimise the need to effect temporary repairs, and potential return visits. An ambitious target of 95% for repair within 30 days and further voluntary PI will be monitored to target repairing 80% of these defects within 20 days
- costs for defect repair will be monitored and compared to industry figures such AA/RAC/ALARM

**APPENDIX A:  
DEFECT AND PRIORITY TABLES**

| Description                                                                  | Investigatory Level | Response Category |     |        |      |
|------------------------------------------------------------------------------|---------------------|-------------------|-----|--------|------|
|                                                                              |                     | Probability       |     |        |      |
|                                                                              |                     | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 1: Carriageway Defects</b>                      |                     |                   |     |        |      |
| Surface Defect                                                               | <40mm               | 4                 | 4   | 3      | 3    |
|                                                                              | >40mm < 100mm       | 4                 | 3   | 2      | 2    |
|                                                                              | >100mm              | 4                 | 3   | 2      | 1    |
| Missing ironwork cover                                                       | Yes                 | 4                 | 3   | 2      | 1    |
| Badly cracked or damaged ironwork                                            | Yes                 | 4                 | 4   | 3      | 3    |
| Cracking around ironwork frame                                               | Yes                 | 4                 | 4   | 3      | 3    |
| Crowning/ Depression (level difference from surrounding profile of the road) | >40mm               | 4                 | 3   | 2      | 2    |
| Rutting (level difference from surrounding profile of the road)              | >40mm               | 4                 | 4   | 3      | 3    |
| Missing / defective skid resistant surfacing                                 | Yes                 | 4                 | 4   | 3      | 3    |
| Edge Deterioration outwith running surface                                   | >40mm <100mm        | 4                 | 3   | 2      | 2    |
|                                                                              | >100mm              | 4                 | 3   | 2      | 1    |
| Displaced metal stud                                                         | Yes                 | 4                 | 3   | 2      | 1    |
| Missing studs/ reflectors                                                    | <20% missing        | 4                 | 4   | 4      | 4    |
|                                                                              | >20% missing        | 4                 | 4   | 3      | 3    |
| Missing or excessively worn lines/ markings                                  | Stop/Give Way       | 4                 | 3   | 2      | 2    |
|                                                                              | Double white line   | 4                 | 3   | 2      | 2    |
|                                                                              | Other               | 4                 | 4   | 4      | 4    |

| Description                                      | Investigatory Level                | Response Category |     |        |      |
|--------------------------------------------------|------------------------------------|-------------------|-----|--------|------|
|                                                  |                                    | Probability       |     |        |      |
|                                                  |                                    | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 2: Kerb Defects</b> |                                    |                   |     |        |      |
| Loose, missing or damaged kerbs                  | Yes                                | 4                 | 3   | 2      | 2    |
| Dislodged kerb                                   | 50mm horizontally, 25mm vertically | 4                 | 3   | 2      | 2    |

| Description                                                                                                                     | Investigatory Level           | Response Category |     |        |      |
|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------------|-----|--------|------|
|                                                                                                                                 |                               | Probability       |     |        |      |
|                                                                                                                                 |                               | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 3: Other Paved Area Defects (Shared Surfaces/Footway/Path, Cycleway/Path and Car Park Defects)</b> |                               |                   |     |        |      |
| Surface Defect                                                                                                                  | >20mm <50mm                   | 4                 | 3   | 2      | 2    |
|                                                                                                                                 | >50mm                         | 4                 | 3   | 2      | 1    |
| Missing ironwork cover                                                                                                          | Yes                           | 4                 | 3   | 2      | 1    |
| Badly cracked or damaged ironwork                                                                                               | Yes                           | 4                 | 3   | 2      | 2    |
| Cracking around ironwork frame                                                                                                  | Yes                           | 4                 | 4   | 4      | 4    |
| Crack, gap or trip                                                                                                              | >10mm <20mm                   | 4                 | 4   | 3      | 3    |
|                                                                                                                                 | >20mm trip                    | 4                 | 3   | 2      | 1    |
| Rocking slabs                                                                                                                   | >10mm <20mm vertical movement | 4                 | 4   | 3      | 3    |
|                                                                                                                                 | >20mm vertical movement       | 4                 | 3   | 2      | 1    |
| Crowning/ Depression (level difference from surrounding profile)                                                                | >20mm <50mm                   | 4                 | 4   | 3      | 3    |
|                                                                                                                                 | >50mm                         | 4                 | 3   | 2      | 1    |

| Description                                                             | Investigatory Level                         | Response Category |     |        |      |
|-------------------------------------------------------------------------|---------------------------------------------|-------------------|-----|--------|------|
|                                                                         |                                             | Probability       |     |        |      |
|                                                                         |                                             | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 4: Debris/ Spillage (and Obstructions)</b> |                                             |                   |     |        |      |
| Debris/ spillage                                                        | Potential danger to pedestrian or road user | 4                 | 3   | 2      | 1    |
| Obstruction (signage/trees/bushes/hedges etc.)                          | Potential danger to pedestrian or road user | 4                 | 3   | 2      | 1    |

| Description                                                             | Investigatory Level                         | Response Category |     |        |      |
|-------------------------------------------------------------------------|---------------------------------------------|-------------------|-----|--------|------|
|                                                                         |                                             | Probability       |     |        |      |
|                                                                         |                                             | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 5: Signs, Signals and Lighting Defects</b> |                                             |                   |     |        |      |
| Damaged signal or light fitting or damaged column                       | Likely to fall                              | 4                 | 3   | 2      | 1    |
|                                                                         | Not dangerous                               | 4                 | 4   | 4      | 4    |
| Exposed wires                                                           | Yes                                         | 4                 | 3   | 2      | 1    |
| Missing/ loose cover                                                    | Yes                                         | 4                 | 3   | 2      | 1    |
| Unauthorised sign                                                       | Potential danger to pedestrian or road user | 4                 | 4   | 3      | 2    |
|                                                                         | Other                                       | 4                 | 4   | 4      | 4    |
| Missing/ damaged sign face                                              | Regulatory/ Warning signs                   | 4                 | 3   | 2      | 2    |
|                                                                         | Other Signs                                 | 4                 | 4   | 4      | 4    |
| Obscured                                                                | Regulatory/ Warning signs                   | 4                 | 3   | 2      | 2    |
|                                                                         | Other Signs                                 | 4                 | 4   | 4      | 4    |

| Description                                                      | Investigatory Level                               | Response Category |     |        |      |
|------------------------------------------------------------------|---------------------------------------------------|-------------------|-----|--------|------|
|                                                                  |                                                   | Probability       |     |        |      |
|                                                                  |                                                   | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 6: Safety Fence/ Barrier Defect</b> |                                                   |                   |     |        |      |
| Safety fence/ barrier or guardrail damaged or loose              | Potential danger to pedestrian or other road user | 4                 | 3   | 2      | 1    |
|                                                                  | Other                                             | 4                 | 4   | 4      | 4    |

| Description                                                           | Investigatory Level                         | Response Category |     |        |      |
|-----------------------------------------------------------------------|---------------------------------------------|-------------------|-----|--------|------|
|                                                                       |                                             | Probability       |     |        |      |
|                                                                       |                                             | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 7: Tree/ Hedge Defects</b>               |                                             |                   |     |        |      |
| Loose branch                                                          | Potential hazard                            | 4                 | 3   | 2      | 1    |
|                                                                       | Unlikely to fall onto road                  | 4                 | 4   | 4      | 4    |
| Overhanging branch <5.5m clearance on road, <2.4m on footway/cycleway | Yes                                         | 4                 | 4   | 4      | 3    |
|                                                                       | Yes                                         | 4                 | 3   | 2      | 2    |
| Other tree/ hedge defect                                              | Potential danger to pedestrian or road user | 4                 | 3   | 2      | 2    |
|                                                                       | Other                                       | 4                 | 4   | 3      | 3    |

| Description                                                                        | Investigatory Level                                                 | Response Category |     |        |      |
|------------------------------------------------------------------------------------|---------------------------------------------------------------------|-------------------|-----|--------|------|
|                                                                                    |                                                                     | Probability       |     |        |      |
|                                                                                    |                                                                     | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 8: Drainage Defects &amp; Standing/ Running Water</b> |                                                                     |                   |     |        |      |
| Blocked drain, gully or grip                                                       | Potential danger to pedestrian or road user                         | 4                 | 3   | 2      | 2    |
|                                                                                    | Other                                                               | 4                 | 4   | 4      | 4    |
| Missing gully frame                                                                | Yes                                                                 | 4                 | 3   | 2      | 1    |
| Broken gully frame/ cover                                                          | Potential danger to pedestrian or road user                         | 4                 | 3   | 2      | 1    |
|                                                                                    | Other                                                               | 4                 | 4   | 3      | 3    |
| Water discharging onto road or Trash screen/ grid blocked                          | Potential danger to pedestrian or road user or flooding to property | 4                 | 3   | 2      | 1    |
|                                                                                    | Primary salting route in winter                                     | 4                 | 3   | 2      | 2    |
|                                                                                    | Other                                                               | 4                 | 4   | 4      | 4    |

| Description                                            | Investigatory Level                         | Response Category |     |        |      |
|--------------------------------------------------------|---------------------------------------------|-------------------|-----|--------|------|
|                                                        |                                             | Probability       |     |        |      |
|                                                        |                                             | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 9: Structures Defects</b> |                                             |                   |     |        |      |
| Parapet damaged                                        | Yes                                         | 4                 | 3   | 2      | 2    |
| Bridge defect - other                                  | Potential danger to pedestrian or road user | 4                 | 3   | 2      | 1    |
|                                                        | Other                                       | 4                 | 4   | 3      | 3    |
| Obvious retaining wall problem                         | Yes                                         | 4                 | 3   | 2      | 2    |
| Earthworks/ embankment defect                          | Yes                                         | 4                 | 3   | 2      | 2    |

| Description                                          | Investigatory Level                         | Response Category |     |        |      |
|------------------------------------------------------|---------------------------------------------|-------------------|-----|--------|------|
|                                                      |                                             | Probability       |     |        |      |
|                                                      |                                             | Very Low          | Low | Medium | High |
| <b>Defect and Priority Table 10: Utility Defects</b> |                                             |                   |     |        |      |
| Utility ironwork                                     | Missing                                     | 4                 | 3   | 2      | 1    |
|                                                      | Badly cracked or damaged                    | 4                 | 3   | 2      | 2    |
|                                                      | Cracking round frame                        | 4                 | 4   | 3      | 3    |
| Other utility defect                                 | Potential danger to pedestrian or road user | 4                 | 3   | 2      | 1    |
|                                                      | Other                                       | 4                 | 4   | 3      | 3    |



## PERTH AND KINROSS COUNCIL

## Environment Enterprise and Infrastructure Committee

6 September 2017

## Policy and Level of Service for Winter Service 2017 / 2018

## Report by Director (Environment)

**PURPOSE OF REPORT**

This report recommends the level of service to be approved by the Council for the gritting and snow clearing of roads and footways in Perth and Kinross during the winter of 2017 / 2018, using plant and labour resources of Tayside Contracts and other Council Services.

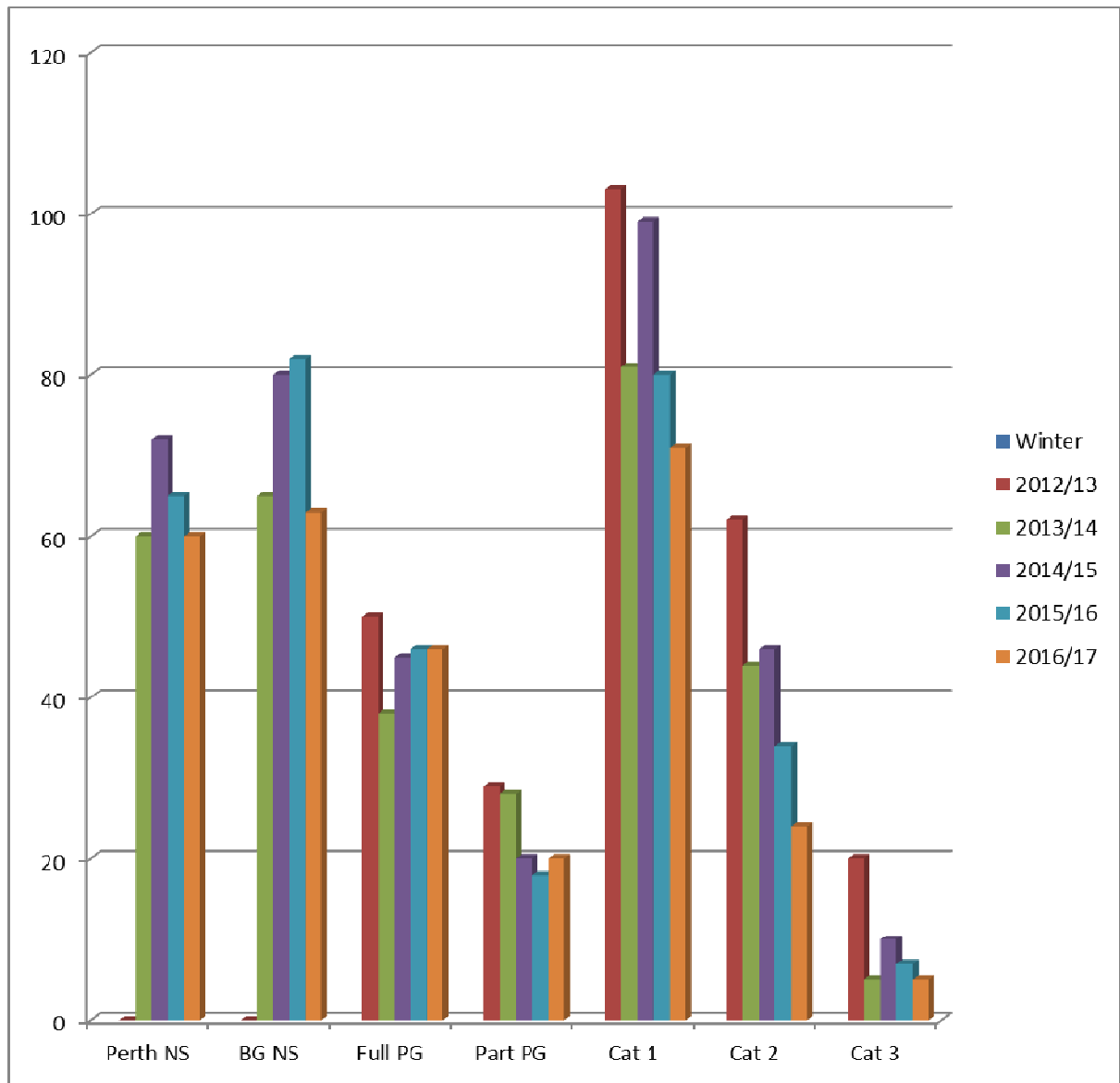
**1. BACKGROUND / MAIN ISSUES**

- 1.1 Within Perth and Kinross, there is a variety of arrangements for the Winter Service on Public Roads. Almost 900km of the Council's 2,500km road network is designated as having a high priority for winter service. These priority routes receive precautionary treatment that aims to keep them generally ice-free, although this can never be guaranteed.
- 1.2 The Council also provides a high level of service on priority footways in busy urban areas. Lower levels of treatment are provided on the remainder of the carriageway and footway network, as and when required during normal working hours.
- 1.3 Some very low priority carriageways and footways are normally not treated, unless hard packed snow or ice threatens to prevent access for essential services.
- 1.4 In periods of prolonged severe weather, resources are targeted towards keeping strategic roads and footways network open. As a result, it can be a considerable time, in some cases several days, before lower priority routes are reached. The availability of operatives also impacts on the level of cover that can be provided for footway treatment.
- 1.5 The Scottish Government is responsible for the winter service on the 250 km of trunk road network within Perth and Kinross covering the M90, A90, A9 and A85. This service is provided by the Operating Company - BEAR (Scotland) Ltd.
- 1.6 Experience of the recent winters has shown that the level of service is generally satisfactory, although severe snow and ice events do fully stretch the available resources.

- 1.7 One of the last five winters has seen severe winter weather affect the Perth and Kinross Council roads and footway network. The 2016/17 winter was generally a mild winter comparable with 2013/14. This can be seen in the table of statistics on pages 4 and 5 of this report.
- 1.8 It is worth noting that pre-grits, which is a precautionary treatment carried out in advance of overnight forecast conditions, is broadly the same no matter the severity of weather experienced.
- 1.9 It is always, however, appropriate to review and evaluate the arrangements for dealing with winter. This requires to be done in the context of the likelihood of severe weather happening, as well as other demands on the Council budget.
- 1.10 At the end of each winter season, a review of operations is carried out with stakeholder consultation. Changing weather patterns, resources and personnel constraints mean that the winter service is an evolving service. These management reviews seek to provide an acceptable level of service while containing costs, complying with EU working time directives and managing the work/life balance for personnel.
- 1.11 The proposals in section 2 show proposed changes to last winter reflecting the above considerations.
- 1.12 It should be noted that containing costs brings with it a risk of resources being fully stretched when adverse weather is encountered, especially if this occurs early or late in the season. Perth and Kinross continue to provide a reduced level of vehicles during the lead in and lead out periods. This reduces our resilience levels for responding to severe snow or ice events during these periods. If required, volunteers will be sought to supplement resources to react to any unseasonal severe weather over this period.

## Statistics

| <b>Perth and Kinross Council Roads Maintenance Partnership</b>                         |                                        |            |            |            |            |            |
|----------------------------------------------------------------------------------------|----------------------------------------|------------|------------|------------|------------|------------|
| <b>Winter maintenance statistics for winters 2012 - 2017</b>                           |                                        |            |            |            |            |            |
| <i>Winter</i>                                                                          |                                        | 2012 / 13  | 2013 / 14  | 2014 / 15  | 2015 / 16  | 2016 / 17  |
| <b><u>Number of treatments</u></b>                                                     |                                        |            |            |            |            |            |
| <b>Perth night shift priority routes gritted</b>                                       |                                        | 0          | 60         | 72         | 65         | 60         |
| <b>Blairgowrie night shift route gritted</b>                                           |                                        | 0          | 65         | 80         | 82         | 63         |
| <b>Pre grits (cat 1)</b>                                                               | <i>Full pregrit to all of network</i>  | 50         | 38         | 45         | 46         | 46         |
| <b>Part pre grits</b>                                                                  | <i>Part of network pregritted only</i> | 29         | 28         | 20         | 18         | 20         |
| <b>De-ice or snow clearing on Cat 1 roads</b>                                          |                                        | 103        | 81         | 99         | 80         | 71         |
| <b>De-ice or snow clearing on Cat 2 roads</b>                                          |                                        | 62         | 44         | 46         | 34         | 24         |
| <b>De-ice or snow clearing on Cat 3 roads</b>                                          |                                        | 20         | 5          | 10         | 7          | 5          |
| <b>De-ice or snow clearing on footways</b>                                             |                                        | 68         | 15         | 27         | 23         | 11         |
| North and South combined                                                               |                                        |            |            |            |            |            |
| <b>Number of snow days</b>                                                             |                                        | 51         | 24         | 42         | 37         | 29         |
| Snow clearing operations carried out on at least 50% of the PKC network of roads       |                                        |            |            |            |            |            |
| <b>All crews stood down (number of times)</b>                                          |                                        | 22         | 20         | 20         | 10         | 8          |
| <b>Some crews stood down (number of times)</b>                                         |                                        | 40         | 39         | 32         | 28         | 24         |
| Crews stood down in North and South on same counted as one event.                      |                                        |            |            |            |            |            |
| <b>Crews called out from home</b>                                                      |                                        | 15         | 12         | 12         | 5          | 5          |
| Number of times. North and South combined Both areas called on same day counts as one. |                                        |            |            |            |            |            |
| <b><u>Alerts called</u></b>                                                            |                                        |            |            |            |            |            |
| <b>Blue</b>                                                                            |                                        | 16         | 2          | 10         | 6          | 5          |
| <b>Orange</b>                                                                          |                                        | 16         | 2          | 8          | 3          | 2          |
| <b>Red</b>                                                                             |                                        | 0          | 0          | 0          | 0          | 0          |
| <b><u>Salt usage (Tonnes)</u></b>                                                      |                                        |            |            |            |            |            |
| <b>Carriageway</b>                                                                     |                                        | 23,716     | 13,534     | 21,212     | 21,300     | 13,301     |
| <b>Footway</b>                                                                         |                                        | <i>inc</i> | <i>inc</i> | <i>inc</i> | <i>inc</i> | <i>inc</i> |
| <b>Grit sand</b>                                                                       |                                        | 6368       | 505        | 1083       | 466        | 965        |
| <b><u>Failure to meet level of service</u></b>                                         |                                        |            |            |            |            |            |
| <b>Vehicle breakdown</b>                                                               |                                        | 7          | 16         | 21         | 7          | 11         |
| <b>Other</b>                                                                           |                                        | 6          | 4          | 4          | 0          | 3          |



*Graphical representation of total number of treatments carried out during winter 2017 / 2018  
 NS = Night shift route PG = pre grit Cat 1 = Priority routes Cat 2 = Non priority routes  
 Cat 3 = routes not normally treated unless conditions are severe - see Appendix 2a for full  
 description of route hierarchy*

- 1.13 Vehicle breakdown numbers increased on the previous winter due, in part, to modern vehicles requiring more “main dealer input” to resolve faults (mainly electrical), with the main dealer being less reactive to the winter priority than Tayside Contracts own workshop. In addition, the vehicles are running longer hours. For example; currently 2 nightshift vehicles are covering 4 routes that previously each had a dedicated vehicle. This wear and tear increases breakdown frequency. This will continue to be an issue as we reduce plant year on year, with no spare vehicles, to reduce standing charge costs.

## **2. PROPOSALS**

- 2.1 All roads and footways in Perth and Kinross are categorised according to their relative importance. The finite resources are allocated to ensure that the safety of the public is maximised and that accessibility is maintained on the most heavily used roads and footways. However, severe snow events may prevent access at times.
- 2.2 The policy in place is designed to deal with a typical winter and resources will always be tested in snow events. During prolonged periods of snow, the most important routes within the Category 1 network, now designated Category 1a, will be prioritised for gritting and snow clearing treatments, as listed in Appendix 3.
- 2.3 It is proposed to continue to carry out de-icing treatments on the Perth and Blairgowrie nightshift routes for winter 2017 / 2018, using a brine solution instead of traditional rock salt. This will continue to give savings of around 30%.
- 2.4 In addition to the brine saturator equipment previously in place at the Ruthvenfield depot in Perth, an additional brine saturator unit has been installed at the Blairgowrie depot. This allows brine treatment to be carried out on the nightshift carriageway route operating from Blairgowrie, with associated cost savings for carriageway de-icing treatments.
- 2.5 It is similarly proposed to continue de-icing treatments on Perth city centre, North Muirton, Bridge of Earn, Milnathort and Kinross footway routes using the same brine process, as this worked well last winter.
- 2.6 The Blairgowrie footway route will also be treated with brine for winter 2017/18.
- 2.7 As well as the cost saving on footway de-icing treatments in comparison to using rock salt, brine treatment of footway routes also lessens the impact of rock salt lying on footways causing problems for local businesses. Feedback received from Perth city centre businesses was very positive in relation to the brine treatment carried out last winter.
- 2.8 Brine treatment on the footways also enables a longer length to be treated without refilling the gritter. This, in turn, reduces “downtime” waiting for the reload vehicle to attend.
- 2.9 It is also proposed to introduce two additional night shift gritting routes for the winter 2017/18, covering A class roads operating out of the Kinross and Crieff depots during the main standby period. The introduction of these two additional night shift routes mitigates loss in resilience as a result of resource constraints.

- 2.10 Evaluation and costing of the two new night shift routes, plus previous experience of operating the current night shift routes, has shown a small increase in our operating costs on these routes. However, the benefits gained through working on the strategic road network overnight, especially during severe de-ice and snow events, offsets the costs through allowing resources to carry out treatments to the rest of the roads network more efficiently. In addition to this, by extending the night shift treatment model for winter 2017/18, savings will be accrued on standby costs and early morning reporting costs.
- 2.11 It is also proposed to introduce a night control, staffed on a rotational basis, to manage and monitor the nightshift operation. The night control will monitor conditions, amend instructions previously given based on forecast, and deploy resources as required by the conditions following completion of planned routes. In addition during periods of mild weather, when no winter treatment is required, the night control will instruct and monitor the crew on routine maintenance activities as required. This night control will realise a small saving of £5000 per annum and staff will not be required to work from 4am through to 5pm to manage the winter service.
- 2.12 The level of service generally complies with the recommendations laid down in “Well Maintained Highways”, the UK Code of Practice for Highway Maintenance Management, and is summarised in Appendices 2a and 2b. Appendix H of “Well Maintained Highways,” which covers winter maintenance operations and treatments, makes general assumptions and recommendations.
- 2.13 Cover will be provided between 9 October 2017 and 8 April 2018. Appendix 1 details the resources available over this period. The PKC winter control will operate over this full period.
- 2.14 Appendix 1 also details the times of the day during which the agreed level of service will be provided, if actual or predicted weather conditions dictate that treatment is required. However, in periods of prolonged severe weather, this level of service is often not achievable, given the need to ensure that the pool of operatives are not overstretched and are given adequate (statutory) rest breaks. This is particularly evident during the lead-in/lead-out period, weekends or public holidays, when a reduced number of relief drivers are available.
- 2.15 In severe weather conditions, the higher priority routes may have to be treated several times before resources can be diverted to lower priority routes. There is little point in clearing less important routes if the more important roads to which they give access have not been cleared.
- 2.16 In severe conditions in low usage areas, treatment may be restricted to clearing only the carriageway or one footway. Restricting the activity in this way will help to ensure that the limited resource is as widely spread across communities as possible.

- 2.17 Response Time: 1 Hour - the maximum time between the decision to begin treatment and vehicles leaving the depot. (For un-planned activities, this includes calling operatives from home).
- 2.18 Cat 1 Treatment Time: 2.5 Hours – this is the maximum de-ice treatment time for a priority route in the main cover period (see Appendix 2a).
- 2.19 Target Completion Time - during the main cover period, the target completion time for routine morning de-icing of Category 1 carriageways is 07:30 (09:00 on Sundays and nationally recognised public holidays). The treatment time in severe weather conditions will be longer. As soon as snow falls, it could take twice as long to complete treatment, as vehicles need to travel more slowly and ploughing must be done in both directions. With the exception of the four nightshift routes which operate during the main standby period, no treatment will routinely extend beyond 21:00 (see Appendix 2a):
- Category 1 priority roads will be treated seven days per week as detailed above.
  - Category 2 roads will be treated five days per week (Monday to Friday) as resources permit.
  - Category 3 routes comprise of roads which are not normally treated, except in prolonged ice or snow conditions and only when resources become available. Each treatment route will be arranged so that the most important parts are treated first, while taking account of operational efficiency.
- 2.20 Footways receive treatment according to their usage and importance in the public road network (see Appendix 2a). Based on this assessment:
- Category 1 priority footways will be treated seven days per week, with extended hours on weekdays if an alert is called. No footway treatment will be carried out on Christmas Day and New Year's Day, as in general shops are not open on those days.
  - Category 2 footway routes will be treated five days per week (Monday to Friday) as resources permit.
  - Category 3 routes comprise of footways which are not normally treated, except in prolonged ice or snow conditions and only when resources become available. Each footway treatment route will be arranged to ensure that the most important parts are treated first, while taking account of operational efficiency.
- 2.21 In most areas, the footway on one side of the road only will be treated. This releases resources to provide more widespread treatment across other areas.
- 2.22 The Council are continuing with the use of social media such as Facebook and Twitter as well as the Council web site to provide real time information on the local roads and footways network for winter 2017 / 2018. Perth and Kinross work with Police Scotland in order to maximise resources and efficiency when providing the travelling public with real time information on road conditions / closures during snow and ice events.

- 2.23 Stakeholder feedback over previous winters has highlighted there is excellent community spirit already in place. Communities previously intimated a desire to help themselves. As such, officers have consulted with various stakeholders, including Community Councils and other interested community groups resulting in:
- the Snow Warden scheme, where local individuals or Community Councils are provided with a push along barrow to grit sections of footway
  - Housing associations in the Perth area have been provided with resources for treating footways during snow conditions
  - Criminal Justice are available to assist with labour resources during snow conditions and it is intended to develop this further over the coming winter.
- 2.24 Over the course of winter 2017/18, officers intend liaising with Local Action Partnerships to establish what further opportunity there is for community self help, with a view to build on support from interested/able local people willing to treat sections of footway that the Council cannot ordinarily treat.
- 2.25 Salt conservation measures, including the use of a salt: grit sand mix, have been implemented on rural non priority carriageway routes during previous winters. It is proposed that this is the norm for winter 2017 / 2018 in order to conserve salt stocks.
- 2.26 There is a UK-wide agreement managed by the Scottish Government to monitor and report on salt use and stock levels nationally. The Council remain committed to reporting and complying as required.
- 2.27 For 2016/17, the salt order was 23,000 tonnes which is similar to the total amount of salt used routinely over a winter season. For winter 2017 / 2018, it is intended to replenish salt stocks to the same level.
- 2.28 The Council currently provides in excess of 1300 grit bins. This large number reflects the Council's desire to encourage self-help and the decision not to treat some minor roads routinely. The Council is currently at saturation point where we can service and replenish these containers within our current resources. Therefore, any request for additional grit bins will require to be offset by relocating another grit bin which, from experience, has shown to be little used. Grit bins are generally provided on steep gradients, tight bends, and steps or, in some special cases, where there is a specific community need. They are normally not provided on routes which are treated routinely. Grit bins will generally be filled with a salt/sand mixture, but when salt conservation measures are required, will be filled with grit sand only.
- 2.29 Grit bins are provided for use on public roads and not on private areas. Private occupiers should purchase salt from DIY stores and builders merchants for use on their own properties.



- 2.30 There are currently voluntary arrangements with around 70 farmers to whom the Council supplies snow ploughs, in return for which they undertake to fit them on their own vehicles to clear snow on specified lengths of public road, as well as to clear their own private roads. These arrangements cover about 300km of road, which is just under 8% of the overall Council road network. In areas where the local roads network presently has little coverage by this farmers assistance scheme, any interested local farmers will be considered for winter 2017/2018.
- 2.31 In addition, some farmers have indicated that they are available to be employed in severe conditions to undertake snow clearing of additional lengths of road. These farmers are called on for Orange Alerts as the earlier these additional resources are utilised the greater the visible benefits will be.
- 2.32 The following items of winter maintenance plant will be available for winter 2017 – 2018 as replacements for old plant that has been scrapped:
- 1 swap body 8 wheeler gritter
  - 6 footway tractors
- 2.33 Following the reduction of three purpose built gritters for winter 2017 / 2018, two operational demount lorries will be fitted with winter tyres to give cover to priority carriageway routes.
- 2.34 The “C plate” snow blower, first registered in 1985, has also undergone a refurbishment for winter 2017/2018 and will be based in Blair Atholl.
- 2.35 The weather forecast contract for the winter of 2017 – 2018 is currently being retendered. This service has previously been provided to the Council by the Met Office weather forecasting service in a collaborative tendering agreement with Aberdeen City Council, Aberdeenshire Council, Moray Council, Fife Council, Angus Council and Dundee City Council. Fife Council have come out of the agreement, while Highland Council have opted in to take advantage of the collaborative benefit.
- 2.36 The Council have 7 weather stations and 7 cameras (2 sites have dual directional cameras) placed strategically across the network. The station data and images are shared with neighbouring authorities as well as BEAR Scotland, and their information shared with Perth and Kinross. The camera images are also available on the Council website alongside community cameras at Spittal of Glenshee (which the Council helped fund) and Braemar.
- 2.37 The Council owned infrastructure is maintained and information retrieved / interpolated by Vaisala. Only 2 companies provide this service and the existing contract is currently being renegotiated by Tayside Procurement Consortium on behalf of the collaborative Councils.

2.38 Situations can occur which require restrictions on hours, routes, employment of contractors etc. to be relaxed, in order to deal more effectively with the emergency. This is allowed and controlled by a system of 'Alerts'. In serious situations, either an Orange or Red Alert can be authorised, to allow working arrangements out with the 'normal' policy. A Blue alert is called operationally to mitigate a potentially short term hazardous situation.

### 3. CONCLUSION AND RECOMMENDATIONS

3.1 The report provides feedback from winter 2016/17 and outlines proposals for winter 2017/18.

3.2 It is recommended that the Committee agrees that:

- (i) The winter maintenance service should be delivered as outlined in this report.
- (ii) The Director (Environment) is authorised to make arrangements outwith the policy and level of service in exceptional conditions, such as snow emergencies.
- (iii) The number of night shift gritting routes be extended from two to four for winter 2017/2018, with new routes operating in the Crieff / Auchterarder and Kinross areas.

| Name         | Designation                | Contact Details                                                                                    |
|--------------|----------------------------|----------------------------------------------------------------------------------------------------|
| Stuart D'All | Deputy Partnership Manager | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation            | Date         |
|----------------|------------------------|--------------|
| Barbara Renton | Director (Environment) | 19 July 2017 |

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You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>Yes</b>        |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>None</b>       |
| Risk                                                | <b>Yes</b>        |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>Yes</b>        |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>Yes</b>        |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The winter maintenance service is provided to ensure that transport links essential to economic and social activity can continue to be used safely throughout most of the winter. However, it is not the intention and is not possible to keep all roads free from ice and snow at all times.
- 1.2 The Council's policy is set out in Report 96/180 "Summary of Council Policies for Roads and Transport" approved by the Roads and Transport Committee on 24 April 1996: (Art. 63/96). It is deemed that this policy is still relevant.
- 1.3 Policy 5 of the above report - The Council will operate a priority system of winter maintenance which will, as far as reasonably practicable, permit the safe movement of vehicular and pedestrian traffic on the more important parts of the road and footway network, taking into account the finance which has been made available. The priority system will be applied uniformly and will, as far as possible, contain costs to an acceptable level.
- 1.4 The objective of this policy is to enable the Council to comply with its statutory duty as set out in Section 34 of the Roads (Scotland) Act 1984 which states: "A roads authority shall take such steps as they consider reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads." The policy allows the Council to meet its statutory obligations by providing the most effective winter maintenance service it can

within the constraints of its finite resources. During severe weather, the Council will endeavour to keep delays to a reasonable minimum.

### Corporate Plan

1.5 The Council's Corporate Plan for Securing the Future 2018 and Beyond lays out five Objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. This report impacts on the following:-

- (i) Promoting a prosperous, inclusive and sustainable economy
- (ii) Supporting people to lead and independent, healthy and active life
- (iii) Creating a safe and sustainable place for future generations

## **2. Resource Implications**

### Financial

2.1 The following table illustrates the pattern of expenditure in recent years:

| Year    | Budget  | Standing Charges | Operating Costs | Outturn Cost |
|---------|---------|------------------|-----------------|--------------|
| 2004/05 | £2.826m | £1.359m          | £1.241m         | £2.600m      |
| 2005/06 | £2.911m | £1.378m          | £1.477m         | £2.855m      |
| 2006/07 | £2.888m | £1.275m          | £1.086m         | £2.361m      |
| 2007/08 | £2.888m | £1.433m          | £1.202m         | £2.635m      |
| 2008/09 | £2.888m | £1.549m          | £1.966m         | £3.515m      |
| 2009/10 | £2.888m | £1.752m          | £3.333m         | £5.085m      |
| 2010/11 | £2.795m | £1.794m          | £4.169m         | £5.963m      |
| 2011/12 | £2.795m | £1.776m          | £1.765m         | £3.541m      |
| 2012/13 | £2.880m | £1.997m          | £2.387m         | £4.384m      |
| 2013/14 | £3.317m | £1.317m          | £1.676m         | £2.993m      |
| 2014/15 | £3.617m | £1.376m          | £2.505m         | £3.881m      |
| 2015/16 | £3.593m | £1.586m          | £2.070m         | £3.656m      |
| 2016/17 | £3.720m | £1.630m          | £1.550m         | £3.180m      |
| Mean    |         |                  |                 | £3.588m      |

2.2 The costs of providing a winter service is split into two distinct areas:

- Standing Charges – these are the costs involved in having specialised plant, depots, hired plant and standby personnel etc in place to provide the service. these are effectively “up front” costs incurred irrespective of weather conditions.
- Operating costs – cover the cost of fuel, routine repairs, salt, grit sand and the actual cost of paying staff and operatives to provide the service.

2.3 The Council have set a budget for £3.717m for winter 2017/2018. The actual expenditure on the Winter Service will be dependent upon the severity of the weather throughout the winter and will be closely monitored and reported to the Strategic Policy & Resources Committee.

## Workforce

- 2.4 The staff and the operatives of the Council Services and Tayside Contracts, who provide the service, have demonstrated over the life of the Council, that they have the experience and expertise to tackle the worst of winter weather.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 An equality impact assessment has been completed with the following outcomes for functions, policies, procedures or strategies in relation to race, gender and disability and other relevant protected characteristics. This supports the Council's legal requirement to comply with the duty to assess and consult on relevant new and existing policies.
- 3.2 The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as relevant and actions taken to reduce or remove the following negative impacts:
    - There are finite resources which limit the amount of treatment which can be carried out.
  - (ii) Assessed as relevant and the following positive outcomes expected following implementation:
  - (iii) The Winter Manual will have a list of priorities for snow clearing. It will include also include giving priority to clearing bus stops disabled parking bays and pedestrian crossing points (both designated pedestrian facilities, and at road junctions) to assist pedestrians, to complete the link between cleared footways and carriageways.
  - (iv) Publicity information on the Winter Service distributed to all households via the Council Newspaper, local media and [www.pkc.gov.uk](http://www.pkc.gov.uk) will recommend that members of the community should look out for vulnerable community members and see if they can provide any assistance to them. It will also emphasise that the Council needs the assistance and support of as many members of the community as possible in order to restore the roads and footways to a safe condition.

### Strategic Environmental Assessment

- 3.3 Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all qualifying plans, programmes and strategies, including policies (PPS).
- 3.4 The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and pre-screening has identified that the PPS will have no or minimal environmental effects. It is therefore exempt and the SEA Gateway has been notified.

- 3.5 The reasons for concluding that the PPS will have no or minimal environmental effects is that over the years the roadside verges have already been impacted and have adapted, resulting in vegetation, particularly grass, which is tolerant to the salt. It is not anticipated that there will be any long-term, frequent, permanent or cumulative environmental effects, or impacts on areas of high biodiversity or cultural heritage value, as a result of the policy.

#### Sustainability

- 3.6 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.7 Perth and Kinross Council also has the following mitigation measures in place to ensure there is minimal environmental effect as a result of the Winter Service Policy including:
- Salt Management – gritters are calibrated and data from IEWS system and the specialist weather forecast enables treatment to be targeted at the areas that require it.
  - The majority of the salt storage is in buildings or covered in tarpaulins in locations which have been approved by SEPA, thus helping to prevent leaching into the ground.
  - Discharge of surface water from new developments addresses the potential environmental effects to prevent pollution.
  - The Winter Service is reviewed on an annual basis to take account of changing climatic factors and planning for extreme weather events.

#### Risk

- 3.8 The Council as Roads Authority have a statutory duty as set out in Section 34 of the Roads (Scotland) Act 1984 which states: “A roads authority shall take such steps as they consider reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads.”
- 3.9 This policy allows the Council to meet its statutory obligations and minimise exposure to risk by providing the most effective winter maintenance service it can within the constraints of its finite resources. During severe weather, the Council will endeavour to keep delays to a reasonable minimum.

## 4. Consultation

### Internal

- 4.1 The major change for the forthcoming winter maintenance policy document is the proposed expansion of the existing two night shift routes to give a total of four night shift gritting routes covering the PKC roads network. This model has been researched and evaluated as providing the capability to maintain resilience levels for carrying out gritting and snow clearing operations to our strategic network of roads as detailed. This should be seen in the overall context of mitigating the effects of the change in available fleet as well as providing a model capable of being developed further in response to potential winter budget pressures in future years.
- 4.2 As in previous years, elected members were given the opportunity in March/April 2017 to become involved in agreeing the route categories. The policy also allows unadopted roads with an important community use to be included within the categorisation and is not restricted to adopted roads. Officers will include Local Action Partnerships in future consultation exercises. However, it must be stressed that alterations to the service require to be redesigned on the basis of replacement services of something the community think is less beneficial, rather than additional services.
- 4.3 As local circumstances, and travel patterns change, winter maintenance categories are subject to change and elected members have a role in identifying and agreeing such changes. However, the resources available to carry out winter maintenance are finite, so if the relative priority of a road or footway is to be raised then that of another road or footway within a particular Ward must be reduced.
- 4.4 The Council will always receive complaints about the winter maintenance service due to high public expectations, limited available resources and the vagaries of the weather. A distinction has to be made between complaints related to proven failures to meet the approved level of service and complaints regarding the policy.
- 4.5 At the end of the 2016 – 2017, winter comments on the winter service provision were invited from Elected Members and from Community Councils.
- 4.6 Responses were received from individuals or groups throughout the winter and the table lists the principal issues raised with appropriate responses alongside. Within available resources, it is possible to address some, but not all, of these issues.

| Winter maintenance related complaints and feedback for the winter of 2016-17 |                                                                                                                 |                                                                                             |
|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| STAKEHOLDER                                                                  | COMMENTS                                                                                                        | RMP RESPONSE                                                                                |
| <b>Councillors</b>                                                           |                                                                                                                 |                                                                                             |
| Alan Grant                                                                   | Content with level of service                                                                                   | None                                                                                        |
| Bob Band                                                                     | Content with level of service                                                                                   | None                                                                                        |
| Joe Giacomazzi                                                               | Content with level of service                                                                                   | None                                                                                        |
| Andrew Parrott                                                               | Content with level of service                                                                                   | None                                                                                        |
| Caroline Shiers                                                              | Gritting of footways around Blairgowrie Police station and car park                                             | On a priority route Riverside car park to be upgraded to cat 1                              |
| Bob Ellis                                                                    | Request a grit heap at West Gormack by Kinloch village                                                          | RMP will replenish the grit heap on the A923 beside the property                            |
|                                                                              | Lack of treatment to footway at Ericht Court, Blairgowrie                                                       | RMP will monitor footway conditions during snow and ice                                     |
| Grant Laing                                                                  | Lack of gritting around Murtly school on the B9099                                                              | RMP sent out route card for BG13 route - B9099 on cat 1 route                               |
| Willie Wilson                                                                | Request that Glenalmond Terrace, Perth be upgraded to cat 1 from cat 2                                          | Upgraded to cat 1 as now on a bus route                                                     |
|                                                                              |                                                                                                                 |                                                                                             |
| <b>Community Councils</b>                                                    |                                                                                                                 |                                                                                             |
| Fossoway CC                                                                  | A977 not cleared of snow on 24th Feb (one significant snow fall of the year)                                    | RMP confirmed that A977 was adequately resourced on that morning as per the current SLA     |
|                                                                              | Footway gritting of Princes Street, Perth not effective                                                         | RMP have reviewed routes - no change                                                        |
|                                                                              |                                                                                                                 |                                                                                             |
| Dunkeld & Birnam CC                                                          | Asked for confirmation that Brae Street in Dunkeld was on a footway route                                       | RMP confirmed that it was on a footway route                                                |
|                                                                              |                                                                                                                 |                                                                                             |
| Blackford CC                                                                 | Request that all roads and footways within Blackford village are gritted when planning for next winter 2017 -18 | RMP - SLA includes categorisation of roads and streets and their respective treatment times |
|                                                                              |                                                                                                                 |                                                                                             |
| Kinross CC                                                                   | Request more resources operate from Turfhill depot. B912 was icy in Feb.                                        | RMP will look at extending night shift service into Kinross area for winter 2017 -18        |
|                                                                              |                                                                                                                 |                                                                                             |



## **5. Communication**

- 5.1 Communication will take place in due course and the policy and level of service, along with specific detail on gritting routes and times will be made available on the Council website. Ongoing winter action and road conditions will be made available via Council facebook and twitter.

## **2. BACKGROUND PAPERS**

- 2.1 Well Maintained Highways
- 2.2 Road (Scotland) Act 1984

## **3. APPENDICES**

- 3.1 Appendix 1 - Periods of Cover
- 3.2 Appendix 2a - Level of Service & Priority Systems (Carriageways)
- 3.3 Appendix 2b - Level of Service & Priority Systems (Footways)
- 3.4 Appendix 3 - Category 1a Carriageway Snow Routes



## PERIODS OF COVER 2017 / 2018

Instructions on reporting times for Nightshift crews Sunday to Friday, early start crews Monday to Friday and standby crews 7 days per week , will be issued by Roads Maintenance Partnership Staff during the previous day

| Period<br><br>(All changes take place at 12 noon) | Standby routes operated   |         |        | South                     |           |              | North |                                                                                                       |  | Total |  |
|---------------------------------------------------|---------------------------|---------|--------|---------------------------|-----------|--------------|-------|-------------------------------------------------------------------------------------------------------|--|-------|--|
|                                                   | Perth                     | Kinross | Crieff | Blairgowrie               | Aberfeldy | Blair Atholl |       |                                                                                                       |  |       |  |
| 9 October – 15 October                            | 1                         | 0       | 1      | 1                         | 0         | 1            | 4     | Control Centre in operation plus basic cover by Tayside Contracts Summer Standby                      |  |       |  |
| 16 October – 12 November                          | 3                         | 1       | 1      | 3                         | 2         | 1            | 11    | <b>Lead in period</b> limited system – reduced cover                                                  |  |       |  |
| 13 November – 11 March                            | 5<br>Plus 3<br>nightshift | 2       | 3      | 5<br>Plus 1<br>nightshift | 2         | 3            | 22    | Main standby system – full cover including night shifts                                               |  |       |  |
| 12 March – 25 March                               | 3                         | 1       | 1      | 3                         | 2         | 1            | 11    | <b>Lead out period</b> limited system – reduced cover                                                 |  |       |  |
| 26 March – 8 April                                | 0                         | 1       | 1      | 1                         | 0         | 1            | 4     | Control Centre in operation (operated from home) plus basic cover by Tayside Contracts Summer Standby |  |       |  |



**WINTER MAINTENANCE- LEVEL OF SERVICE & PRIORITY SYSTEMS 2017 / 2018  
(CARRIAGEWAYS)**

| Category          | Definition                                                                                                                                                                                                                                                                                                                     | Routes (examples)                                                                                                                                                                  | Length (km)<br>Indicative Only | Hours of Cover                                                                                                                                     | Service Provided                                                                                                                                                                           |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Nightshift routes | The most important strategic routes. City routes plus early morning bus service routes in the Perth area. The A93 South of Blairgowrie, the A94 between Meigle and Perth and the A923 between Blairgowrie and Tullybachtart. Kinross area A class road and Crieff / Auchterarder areas A class roads.                          | A class roads network and early morning bus routes in the Perth area                                                                                                               | 360                            | Sunday to Friday<br>00:00 – 08:00<br>During the full cover period<br>As per category 1a route cover times during lead in and lead out periods      | In ice and snow conditions or <u>pre-salted</u> when ice or snow is forecast and roads are not dry.                                                                                        |
| 1a                | Priority routes. Other strategic routes carrying large volumes of traffic and connecting main centres of population outwith the Perth area                                                                                                                                                                                     | A977, A91, A913, A926, A827 Aberfeldy – Ballinluig<br>A822 Crieff – Greenloaning<br>A924 through Pitlochry                                                                         | 90                             | Until 21:00 all days. In the full cover period, complete morning de-icing by 07:30 (09:00 on Sundays and nationally recognised public holidays)    | In ice and snow conditions or <u>pre-salted</u> when ice or snow is forecast and roads are not dry.                                                                                        |
| 1b                | Priority routes. Other strategic routes connecting larger communities and other main rural roads. Roads leading to important or sensitive locations such as hospitals or fire stations.*                                                                                                                                       | A93 Blairgowrie – Glenshee<br>A923 Blairgowrie - Dunkeld<br>A827 Aberfeldy - Killin<br>A822 Crieff - Dunkeld<br>A823 (part), A824 (part), A912<br>B996,<br>B9097, B9099, B996 etc. | 470                            | Until 21:00 all days. In the full cover period, complete morning de-icing by 07:30 (09:00 on Sundays and nationally recognised public holidays) ** | In ice and snow conditions or <u>pre-salted</u> when ice or snow is forecast and roads are not dry.<br><br>In severe snow conditions, Category 1b routes will be treated after Category 1a |
| 2                 | Non priority routes. Minor rural roads serving small settlements or a significant number of rural properties. Secondary distributor/local roads in settlements. Other urban or rural roads with special difficulties such as steep gradients.*                                                                                 |                                                                                                                                                                                    | 1310                           | 08:00-15:00 Monday –Friday<br>Excluding public holidays                                                                                            | In ice and snow conditions only, no <u>pre-salting</u>                                                                                                                                     |
| 3                 | Rural roads serving no or small numbers of isolated properties. Local access roads in settlements within easy reach of local distributor roads.                                                                                                                                                                                | This will include most residential streets with only local traffic                                                                                                                 | 210                            | Not applicable                                                                                                                                     | <u>Not normally treated</u> unless there is hard, packed rutted snow on these roads with road surface temperatures below zero and treatment of all other categories has been completed     |
| 4                 | Rural public roads serving no habitation which because of their altitude, alignment and width cannot reasonably and safely be treated using normal winter maintenance plant.<br><br>Private (unadopted) roads which is not the responsibility of a Council service and which are not considered to have a wider community use. | U159 Kenmore – Garrows (Kenmore Hill).<br>U161 Bridge of Balgaae – A827 at Loch Tay.                                                                                               | 8<br><br>14                    | Not treated                                                                                                                                        | Not treated.                                                                                                                                                                               |

\* Service Bus routes have been included in categories 1a , 1b & 2 to ensure their comprehensive coverage.

\*\* Light snow to 20mm - 4 hours is the likely minimum treatment time in snow conditions and cannot be regarded as a definitive target.



## WINTER MAINTENANCE - LEVEL OF SERVICE &amp; PRIORITY SYSTEMS 2017 / 2018 (FOOTWAYS)

| Category | Descriptions                                                                                                                                            | Examples                                                                                                                                                                                                 | Length (km) | Hours of Cover                                                            | Service Provided           | Response Time                                              | Target Treatment Times (Priority Routes) | Target Post Gritting / Snow Clearance Time |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------------------------------------|----------------------------|------------------------------------------------------------|------------------------------------------|--------------------------------------------|
| 1        | Priority routes. Main shopping areas, main arterial footways, busy feeder footways and footways leading to community centres and centres of employment. | Perth, Aberfeldy, Auchterarder, Blairgowrie, Crieff, Kinross, Pitlochry, Alyth, Bridge of Earn, Coupar Angus, Dunked, Luncarty, Milnathort and Scone.                                                    | N/A         | 0630-1800 Mon-Sat 0800-1600 Sun and nationally recognised public holidays | In snow and ice conditions | 1 hour                                                     | N/A                                      | 6 hours                                    |
| 2        | Priority routes. As above plus Other footways with significant usage.                                                                                   | As above plus Abernethy, Aberuthven, Almondbank, Balbeggie, Bankfoot, Blackford, Braco, Burrelton, Caputh, Comrie, Glencarse, Glenfarg, Inchtire, Longforgan, Methven, Muthill, Powmill, Meigle, Stanley | N/A         | 08:00-15:00 Monday -Friday                                                | In snow and ice conditions | As soon as possible after Cat 1 routes have been completed | N/A                                      | N/A                                        |

Lower priority routes will only be treated once the higher priority routes have been treated unless operational factors such as efficient route planning dictate otherwise.  
No footway treatment on either 25<sup>th</sup> December 2017 or 1<sup>st</sup> January 2018

### WINTER MAINTENANCE - LEVEL OF SERVICE & PRIORITY SYSTEMS 2017 / 2018 (FOOTWAYS)

| Category | Descriptions                                                                                                                       | Examples | Length (km) | Hours of Cover              | Service Provided                                                                                                                                          | Response Time | Target Treatment Times (Priority Routes) | Target Post Gritting / Snow Clearance Time |
|----------|------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------------------------|--------------------------------------------|
| 3        | Non priority routes.<br>Less well used footways and footways where a feasible alternative route exists                             |          | N/A         | 08:00-15:00 Monday - Friday | Not normally treated. Only treated in prolonged snow and ice conditions if time and resources permit, and after successful treatment of higher priorities | N/A           | N/A                                      | N/A                                        |
| 4        | Footways which are not the responsibility of a Council Service and which are not considered to be important in the footway network |          | N/A         | N/A                         | Not treated                                                                                                                                               | N/A           | N/A                                      | N/A                                        |

Lower priority routes will only be treated once the higher priority routes have been treated unless operational factors such as efficient route planning dictate otherwise.  
No footway treatment on either 25<sup>th</sup> December 2017 or 1<sup>st</sup> January 2018



**CATEGORY 1A CARRIAGEWAY SNOW ROUTES**

| <b>Route</b> | <b>Description</b>                                                                                                                                                                                                                                 |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A822         | Crieff to Greenloaning                                                                                                                                                                                                                             |
| A823         | Auchterarder to Junction with A822                                                                                                                                                                                                                 |
| A824         | Auchterarder to Aberuthven                                                                                                                                                                                                                         |
| A827         | Aberfeldy to Ballinluig                                                                                                                                                                                                                            |
| A91          | Yetts o' Muckart to Strathmiglo (through Kinross)                                                                                                                                                                                                  |
| A911         | Kinross to Fife Boundary at Auchmuirbridge                                                                                                                                                                                                         |
| A912         | Edinburgh Road, Perth to Fife Boundary                                                                                                                                                                                                             |
| A913         | Aberargie to Newburgh                                                                                                                                                                                                                              |
| A923         | Blairgowrie to Angus Boundary near Lundie                                                                                                                                                                                                          |
| A924         | Through centre of Pitlochry                                                                                                                                                                                                                        |
| A926         | Blairgowrie to Angus Boundary near Craigton                                                                                                                                                                                                        |
| A93          | A94 junction in Perth to Blairgowrie                                                                                                                                                                                                               |
| A94          | Perth Bridge to Angus Boundary near Meigle                                                                                                                                                                                                         |
| A977         | Kinross to Blairingone                                                                                                                                                                                                                             |
| B954         | Alyth to Angus Boundary near Newtyle                                                                                                                                                                                                               |
| B996         | Kinross to Fife Boundary                                                                                                                                                                                                                           |
|              | <b>The following roads in Perth City</b>                                                                                                                                                                                                           |
| A93          | Glasgow Road - Broxden to Caledonian Road<br>York Place, County Place, South Street, Queens Bridge                                                                                                                                                 |
| A85          | Dundee Road - from Toll House, Dundee Road, Gowrie Street, Perth Bridge to Charlotte Street                                                                                                                                                        |
| A85          | Barrack St and Dunkeld Road to Crieff Road                                                                                                                                                                                                         |
| A85          | Crieff Road - Dunkeld Road to Newhouse Road Roundabout                                                                                                                                                                                             |
| A912         | Dunkeld Road - Crieff Road to Inveralmond Roundabout                                                                                                                                                                                               |
| A989         | Tay Street, Marshall Place, Kings Place, Leonard Street, Caledonian Road, Atholl Street, Charlotte Street<br>Newhouse Road, Burghmuir Road, Jeanfield Road, Long Causeway<br>Manse Road, Hatton Road, Corsie Hill Road, Muirhall Road, Lochie Brae |



## PERTH AND KINROSS COUNCIL

## Environment, Enterprise and Infrastructure Committee

6 September 2017

## Amendments to the List of Public Roads

## Report by Director (Environment)

**PURPOSE OF REPORT**

This report recommends that the List of Public Roads be updated to take account of the amendments detailed in this report.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The Roads (Scotland) Act, 1984 requires the Council to keep a List of Public Roads, which it has a duty to manage and maintain. The Act makes provision for new or upgraded sections of road to be added to the List from time to time.
- 1.2 The roads listed on the attached schedule were constructed to the required standard. In the case of Candlehouse Lane and Burnside Road in Coupar Angus, the adoption is in relation to the footpaths and footways adjacent to the carriageway. They have been completed in accordance with the Council's Road standards and a satisfactory twelve-month maintenance period has expired. The developer has requested that they be added to the List of Public Roads. Consequently, in accordance with Section 16 of the Roads (Scotland) Act 1984, the Council, as Roads Authority, is obliged to add such roads to its List of Public Roads.

**2. PROPOSALS**

- 2.1 It is proposed to amend the List of Public Roads as detailed in the attached schedule.

**3. CONCLUSION AND RECOMMENDATION**

- 3.1 The roads detailed in the attached schedule have been completed to the required standards and should now be added to the List of Public Roads.
- 3.2 It is recommended that the Committee approves the additions to the List of Public Roads as detailed in Appendix 1.

**Author**

| <b>Name</b>   | <b>Designation</b> | <b>Contact Details</b>                                                                             |
|---------------|--------------------|----------------------------------------------------------------------------------------------------|
| Sarah Perfett | Technician         | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

**Approved**

| <b>Name</b>    | <b>Designation</b>     | <b>Date</b>  |
|----------------|------------------------|--------------|
| Barbara Renton | Director (Environment) | 19 July 2017 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>None</b>       |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>Yes</b>        |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>None</b>       |
| Legal and Governance                                | <b>None</b>       |
| Risk                                                | <b>None</b>       |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### Corporate Plan

1.1 The Council's Corporate Plan 2013 – 2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

1.2 This report relates to (iv) and (v) above.

### 2. Resource Implications

#### Financial

2.1 There are no Capital resource implications arising directly from the recommendations in this report.

- 2.2 The revenue commitments arising from the routine maintenance of the new roads are detailed in the schedule. The amount of £12,779 for Routine and Cyclic Maintenance, and additional expenditure on Street Cleaning, will require to be prioritised within the existing Environment Service Revenue Budget in future years.

### **3. Assessments**

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as **not relevant** for the purposes of EqIA

#### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 This section should reflect that the proposals have been considered under the Act and no further action is required as it does not qualify as a Plan, Programme or Strategy (PPS) as defined by the Act and is therefore exempt.

### **4. Consultation**

#### Internal

- 4.1 The Head of Legal and Governance, the Head of Democratic Services and the Head of Finance have been consulted in the preparation of this report.

### **2. BACKGROUND PAPERS**

- 2.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing the above report.

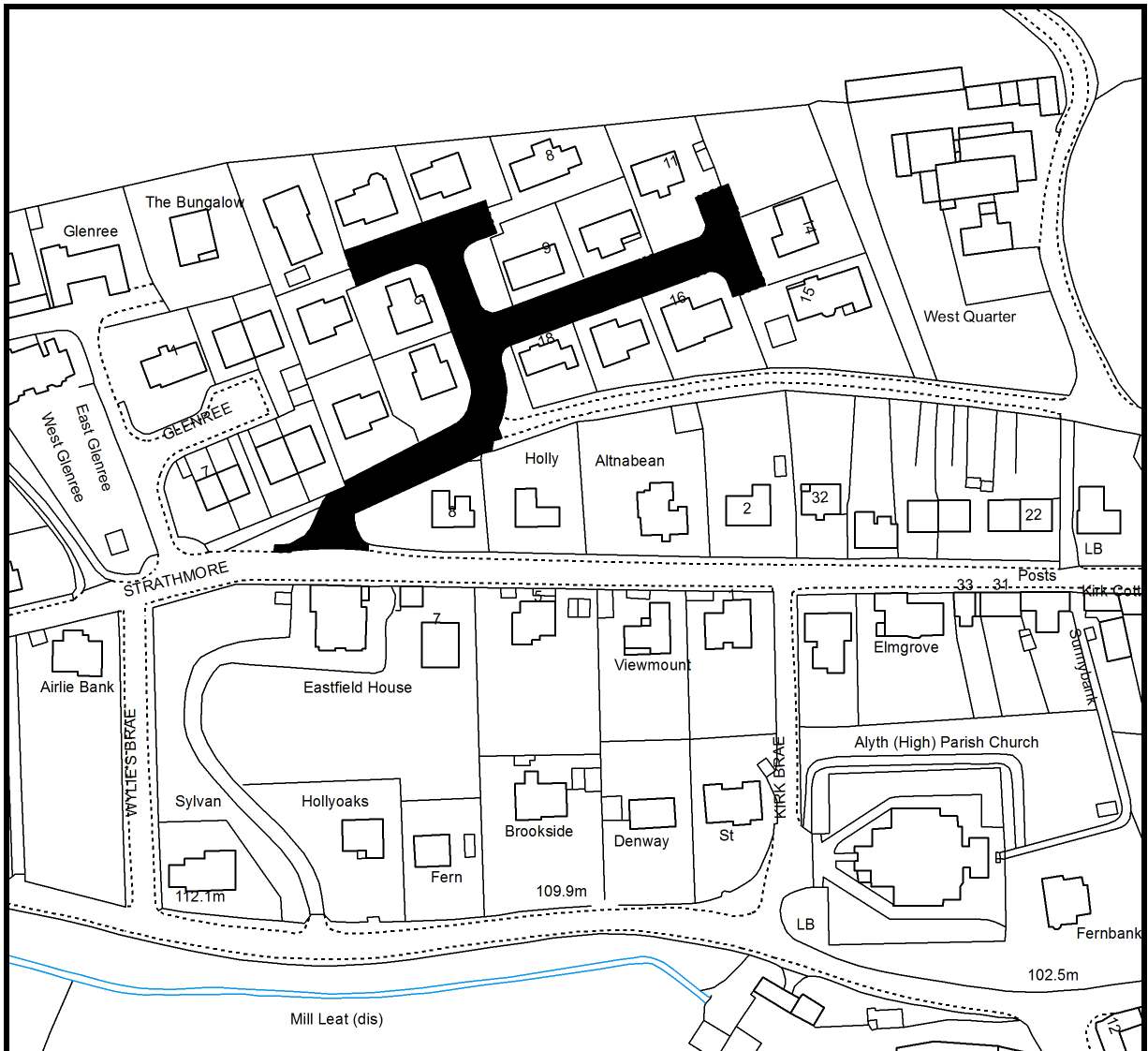
### **3. APPENDICES**

- 3.1 Appendix 1 - Schedule for Additions to the List of Public Roads

## Schedule for Additions to the List of Public Roads

| Town          | Street Name                                  | Construction Consent No. | Developer  | Length      | Ward | Street Lighting Columns | Remarks | Financial Implications |                 |
|---------------|----------------------------------------------|--------------------------|------------|-------------|------|-------------------------|---------|------------------------|-----------------|
|               |                                              |                          |            |             |      |                         |         | Roads                  | Street Lighting |
| Alyth         | Denwell Court                                | CC/PK/02/32              | G McGibbon | 231m        | 2    | 9                       |         | £5,186                 | £585            |
| Coupar Angus  | Candlehouse Lane                             | CC/PK/01/30              | Muir Homes | 94m         | 2    | 5                       |         | £2,110                 | £325            |
| Coupar Angus  | Candlehouse Lane Northwards to Burnside Road | CC/PK/01/30              | Muir Homes | 35m         | 2    | 0                       |         | £786                   | £0              |
| Coupar Angus  | Burnside Road                                | CC/PK/01/30              | Muir Homes | 160m        | 2    | 3                       |         | £3,592                 | £195            |
| <b>TOTALS</b> |                                              |                          |            | <b>520m</b> |      | <b>17</b>               |         | <b>£11,674</b>         | <b>£1,105</b>   |

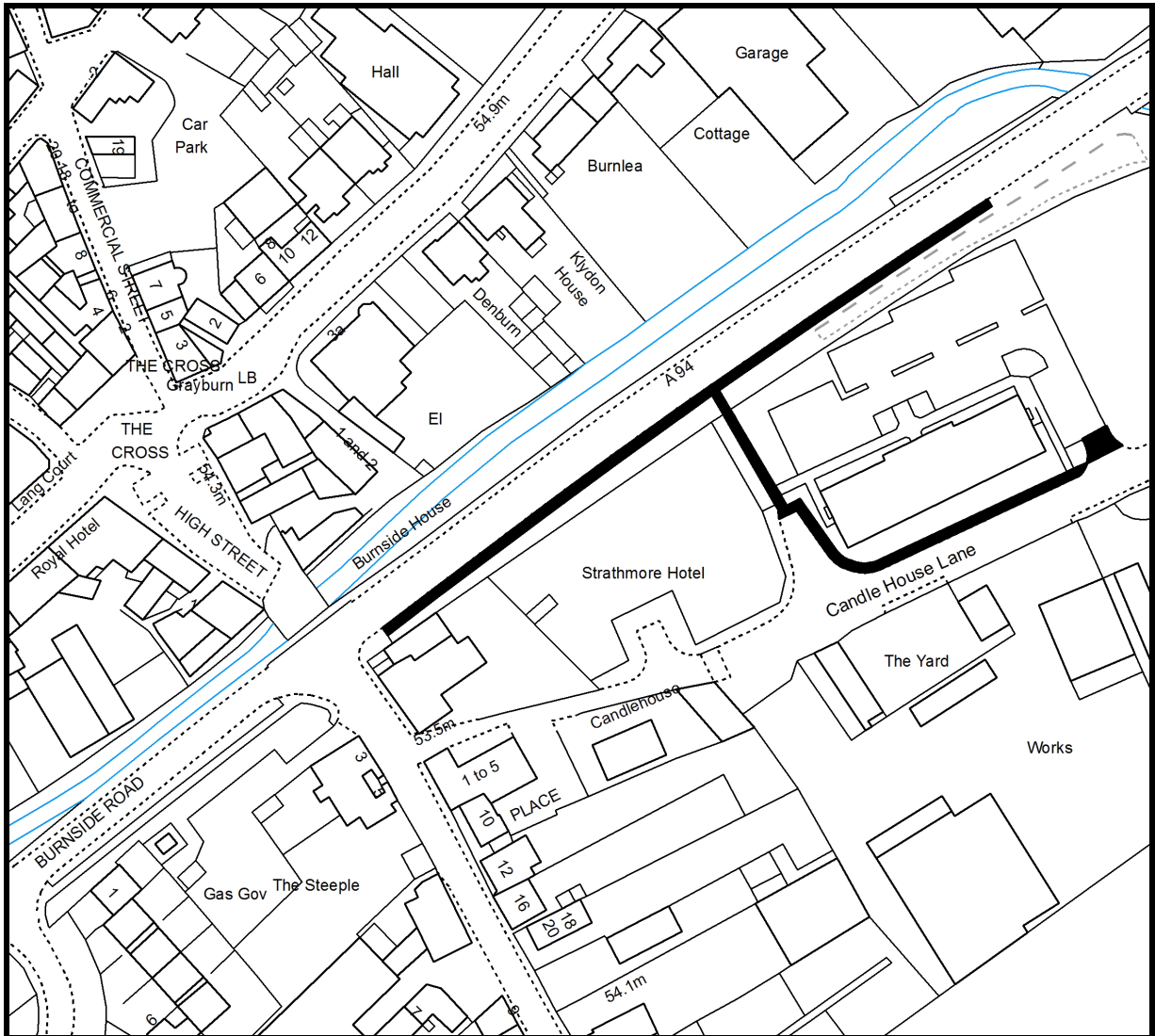
# Denwell Court, Alyth



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Candlehouse Lane, Burnside Road  
Coupar Angus



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## PERTH AND KINROSS COUNCIL

## Environment, Enterprise and Infrastructure Committee

6 September 2017

## Perth and Kinross Outdoor Access Forum Annual Report 2016-17

## Report by Director (Environment)

**PURPOSE OF REPORT**

This report summarises the activities and progress of the Perth and Kinross Outdoor Access Forum to date and recommends the appointment of one new member to the Forum.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 Part 1 of the Land Reform (Scotland) Act 2003 requires local authorities to set up at least one local Access Forum and to appoint members to them.
- 1.2 The Act states that the functions of a Forum are:
- ‘To advise the local authority and any other person or body consulting the forum on matters having to do with:
- the exercise of access rights
  - the existence and delineation of rights of way or
  - the drawing up and adoption of a plan for a system of core paths.
- 1.3 To offer and, where the offer is accepted, to give assistance to the parties in any dispute about the above and the use of core paths in order to resolve the dispute’.
- 1.4 This is an annual report as follows on from the one previously approved by the Environment Committee in 2016 (Report No. 16/373 refers).

**Membership**

- 1.5 The Perth and Kinross Outdoor Access Forum (the Forum) has sixteen members. Twelve members are voluntary and represent the interests of landowners/managers, community and recreation equally. These members are elected at an open meeting and their appointments confirmed by the Council’s Environment, Enterprise and Infrastructure Committee. The remaining members represent agencies and other bodies and are invited onto the Forum and appointed by the Environment, Enterprise and Infrastructure Committee. The list of members and prospective members is shown in Appendix 1.

## **Annual General Meeting and Election**

- 1.6 The Annual General Meeting (AGM) and election was held at the A K Bell Library on 31 May 2017. In each group, members stood down to vacate seats for the election:
- In the Recreation Group, John Andrews (Ramblers Scotland) was re-elected unopposed. Heather Baker (British Horse Society) stood down and was replaced by Karen Inkster. Karen will represent the British Horse Society and also brings a range of other outdoor access experience to the role.
  - In the Communities Group, Nick Cole (representing a number of East Perthshire organisations) was re-elected unopposed. Ex-Councillor Bob Ellis was also elected, replacing, Mike Barnacle.
  - In the Landowners / Managers Group, Sandy Simpson was re-elected unopposed.
  - In terms of the agencies and other bodies, Councillor Barnacle will replace ex-Councillor Ellis, as agreed at the Council meeting 17 May 2017. The other representatives will remain unchanged from 2016.
- 1.7 At the AGM, ex-Councillor Ellis gave a presentation about the work of the Forum since its establishment in 2004 and was thanked for his work as the Council's appointed representative since the start.

## **Activities: August 2016 – August 2017**

- 1.8 Nick Cole and Peter Pearson were re-elected at the Forum Meeting on 17 November 2016 as Convener and Vice Convener respectively, following on from Council confirmation of appointments.
- 1.9 Four ordinary meetings of the Forum took place. The Exemptions and Obstructions Sub Group met on four occasions to assist officers to resolve and prioritise obstructions to public access and offer advice in relation to exemption orders. This year, there was only one exemption order for a motorsport event on 22-23 July 2017.
- 1.10 Obstructions to access remained a concern both for the Exemption and Obstructions Sub Group and for the Forum as a whole. While good progress in resolving obstructions to access has been made, some longstanding cases remain a challenge. The Forum's ongoing assistance in identifying land managers, finding solutions, or just checking the position on the ground has been enormously useful.
- 1.11 During 2016, the Council consulted the Forum on the process for amending the Core Paths Plan and a number of proposed amendments. A meeting took place on 12 January 2017 and a consensual list of amendments was then taken forward by officers and approved at the Environment, Enterprise and Infrastructure Committee (Report No.17/207 refers).

1.12 Members also attended joint meetings of local access forums and the National Access Forum.

1.13 The Forum pages on the website at <http://www.pkc.gov.uk/article/15286/Access-forum> were updated as appropriate throughout the year.

## 2. PROPOSALS

2.1 It is proposed that the appointments of new and existing members are confirmed as members of the Forum (see Appendix 1) and that any casual vacancy arising is filled through recruitment by Forum members, as detailed in the Forum's Terms of Reference.

## 3. CONCLUSION AND RECOMMENDATIONS

3.1 The Perth and Kinross Outdoor Access Forum has worked effectively during the period covered by this report. It has offered advice to the Council, other organisations and the public with reference to access rights.

3.2 It is recommended that the Environment, Enterprise & Infrastructure Committee:

- (i) Confirms the appointment of one new member, the re-appointment of three members for a period of four years, and to confirm the members to be retained in their appointments for at least a further year, all as recommended in Appendix 1.
- (ii) Notes the appointment of Councillor Michael Barnacle as the Council's Representative on the Forum and confirms the appointment of Bob Ellis in the Communities Group.
- (iii) Delegates to the Director (Environment) the filling of any casual vacancy arising in this period through recruitment by Forum members as detailed within the Forum's Term of Reference.
- (iv) Notes the activities and progress of the Perth and Kinross Outdoor Access Forum from August 2016 to August 2017.

### Author

| Name        | Designation                                | Contact Details                                                                                    |
|-------------|--------------------------------------------|----------------------------------------------------------------------------------------------------|
| Dave Stubbs | Greenspace<br>Coordinator<br>(Communities) | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

### Approved

| Name           | Designation            | Date         |
|----------------|------------------------|--------------|
| Barbara Renton | Director (Environment) | 19 July 2017 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>No</b>         |
| Workforce                                           | <b>No</b>         |
| Asset Management (land, property, IST)              | <b>No</b>         |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>No</b>         |
| Risk                                                | <b>No</b>         |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>Yes</b>        |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>Yes</b>        |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The proposals relate to the delivery of the Perth and Kinross Community Plan/Single Outcome Agreement by helping to create a safe and sustainable place for future generations. They contribute to the following Local Outcomes: Our area will have improved infrastructure and transport links; our area will have a positive image locally, nationally and internationally; our communities will be vibrant and active; Our communities will have access to the key services they need; Our area will have a sustainable natural and built environment.

#### Corporate Plan

- 1.2 The Council's Corporate Plan 2013-2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:
- (i) Giving every child the best start in life;
  - (ii) Developing educated, responsible and informed citizens;
  - (iii) Promoting a prosperous, inclusive and sustainable economy
  - (iv) Supporting people to lead independent, healthy and active lives; and
  - (v) Creating a safe and sustainable place for future generations

1.3 The report supports objective ii, iii, iv and v.

## 2. Resource Implications

2.1 There are no resource implications arising directly from the recommendations in this report.

### Workforce

2.2 There are no workforce implications arising directly from the recommendations in this report.

### Asset Management (land, property, IT)

2.3 There are no direct asset management issues with this report although the Forum is a key organisation in assisting the Council with the management of Core Paths and Rights of Way networks.

2.4 There are no information technology implications arising from this report.

## 3. Assessments

3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).

3.2 The proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:

(i) Assessed as **not relevant** for the purposes of EqIA

### Strategic Environmental Assessment

3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

3.4 This section should reflect that the proposals have been considered under the Act and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

### Sustainability

3.5 Under the provisions of the Local Government in Scotland Act 2003, the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act,



the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.

- 3.6 There are no direct impacts on sustainable development as a result of these proposals but securing the public access to the great outdoors contributes to the economic, social and environmental well-being of the area.

#### Legal and Governance

- 3.7 There are no legal implications from this report.

#### Risk

- 3.8 There are no risks arising from this report as the subject matter and procedures referred to are well established and on-going.

### **4. Consultation**

#### Internal

- 4.1 The Head of Legal and Governance Services and the Head of Democratic Services have been consulted on the content of this report.

#### External

- 4.2 The Perth and Kinross Outdoor Access Forum has been consulted in the development of the proposals and the preparation of the report, and they are supportive of it.

### **5. Communication**

- 5.1 There are established regular meetings and communications between the Council and Perth and Kinross Outdoor Access Forum.

## **2. BACKGROUND PAPERS**

- 2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report; (list papers concerned):

- Report to the Environment Committee on 9 September 2015 (15/361) entitled Perth and Kinross Outdoor Access Forum Annual Report 2015.

## **3. APPENDICES**

- 3.1 Appendix 1 lists the members and new members of the Forum to be confirmed or retained in their membership of the Perth and Kinross Outdoor Access Forum.



**CANDIDATES FOR APPOINTMENT TO THE FORUM**

New members elected 31<sup>st</sup> May 2017 recommended for immediate appointment. Existing members who are recommended for reappointment for at least a further year

**Recreation Group**

| <b>Name</b>                                                                                  | <b>Organisation/ Interest</b>                                                                                                  | <b>Geographical knowledge/<br/>home area</b> | <b>Notes/ profession</b>                                                                      |
|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-----------------------------------------------------------------------------------------------|
| Sue James<br>Elected 2015                                                                    | Perth Mountaineering Club<br>Mountaineering Council of<br>Scotland                                                             | Highland & East Perthshire                   | Extensive hillwalking experience.<br>Trainer. Member of a number of<br>relevant organisations |
| Mary Conacher<br>Member since 2004<br>Re-elected 2014                                        | Scottish Canoe Association (SCA),<br>Women's Rural Institute, Royal<br>Tay Yacht Club                                          | Highland/Alyth                               | Former SCA Access volunteer/retired<br>watersports instructor                                 |
| Karen Inkster<br>Elected 2016<br><b>(subject to<br/>confirmation)</b>                        | British Horse Society, Scottish<br>rights of Way and Access Society<br>(Scotways)                                              | Perth Area                                   | 20 + years in the outdoor industry.<br>Hillwalker, climber, horserider and<br>mountain biker. |
| John Andrews<br>Member since 2009<br>Re-elected 2017<br><b>(subject to<br/>confirmation)</b> | Ramblers, Scotways, Scottish<br>Wildlife Trust, Luncarty Redgorton<br>& Moneydie Community Council,<br>National Trust Scotland | Perth Area/Luncarty                          | Former member of County Access<br>Liaison Committee - retired                                 |

## Community Group

| Name                                                                                  | Organisation/ Interest                                                                                                                                                                                  | Geographical Knowledge/<br>home area          | Notes/Profession                                                                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Nick Cole<br>Member since 2004<br>Re-elected 2017<br><b>(subject to confirmation)</b> | Strathmore and the Glens Rural Partnership. Meigle Community Trust. Next Steps & Stride for Life Walking Groups.                                                                                        | Highland & Lowlands/<br>Meigle                | Interests include environment and active recreation/Private Consultant in event planning and management. Also sits on the Cairngorms National Park Access Forum and Scottish Adventure Activities Forum. He is a trustee of Blairgowrie Town Hall and Treasurer of the Blairgowrie and Rattray Access Network. |
| Peter Pearson<br>Member since 2004<br>Re-elected 2016                                 | Methven & District Community Council                                                                                                                                                                    | Harrietfield, Perth & surrounding countryside | Walker & cyclist<br>Retired Recreation Manager SNH                                                                                                                                                                                                                                                             |
| Jennifer Herd<br>Elected 2015                                                         | Member of British Horse Society, Strathearn Rural + Riders Access Group                                                                                                                                 | Highland and East Perthshire. Perth area      | Broad experience particularly in negotiating equestrian access and representing the interests of horse riders                                                                                                                                                                                                  |
| Bob Ellis<br>Member since 2004<br>Elected 2017<br><b>(subject to confirmation)</b>    | Blairgowrie and East Perthshire Tourist Association (Chair), Blairgowrie and Rattray Access Network (Chair), Glenshee and Strathardle Tourist Association, East Perthshire Community Sports Hub (Chair) | Perthshire                                    | Former Ward Councillor and long term Forum member he was instrumental in the establishment of the Perth and Kinross Countryside Trust and the Cateran Trail                                                                                                                                                    |

## Landowner/Manager Group

| Name                                                                                          | Organisation/ Interest                                                                                   | Geographical Knowledge/<br>home area | Notes/Profession                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mark Thomson<br>Elected 2014                                                                  | National Farmers Union, Scotland<br>& Luing Cattle Society                                               | Kinross                              | Livestock and arable farmer.<br>Chairman West Fife and Kinross<br>NFUS                                                                                                |
| Donald Broad<br>Elected 2014                                                                  | Estate Manager                                                                                           | Highland Perthshire                  | Estate manager with experience in<br>farming, forestry and field sports.<br>Member of the Scottish Gamekeeper's<br>Association and the Rare Breeds<br>Survival Trust. |
| Hugh Anderson<br>Member since 2004<br>Re-elected 2016                                         | Scottish Rights of Way & Access<br>Society.                                                              | Perth & Surrounding<br>area/Scone    | Land & River Management. Retired<br>Estate Factor                                                                                                                     |
| Sandy Simpson<br>Member since 2005<br>Re-elected 2017<br><b>(subject to<br/>confirmation)</b> | Royal Highland Educational Trust,<br>Rural Services Scotland,<br>Perth and Kinross Agricultural<br>Forum | Perth Area                           | Farm Manager<br>Interested in all environmental issues.                                                                                                               |

## Agencies & Other Bodies

These members are not elected but have been invited to sit on the Forum by the Council.

| <b>Member</b>                                     | <b>Represents</b>                             | <b>Job Title</b>                                           | <b>Office Base/other interests</b>                                                                                                                                                                                                                                       |
|---------------------------------------------------|-----------------------------------------------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Councillor Michael Barnacle<br>Member since 2016  | Perth & Kinross Council                       | Councillor Ward 8<br>Kinross-shire                         | Kinross-shire Ward Councillor. Vice-Convenor of Environment, Enterprise and Infrastructure Committee. PKC member of Perth & Kinross Countyside Trust & President of Crochallan Mountaineering Club. Member of John Muir Trust and the Mountaineering Council of Scotland |
| Mike Strachan<br>Member since 2007                | Forestry Commission Scotland                  | Policy & Development Officer<br>Perth & Argyll Conservancy | Forestry Commission, Upper Battleby.<br>Big Tree Country                                                                                                                                                                                                                 |
| Bob Bennett<br>Member since 2015                  | Centre for Inclusive Living Perth and Kinross | Chairman                                                   | Perth                                                                                                                                                                                                                                                                    |
| Karen Mitchell<br>Corresponding Member since 2013 | Scottish Natural Heritage                     | Operations Officer<br>Tayside & Grampian                   | Battleby, Perth                                                                                                                                                                                                                                                          |

## PERTH AND KINROSS COUNCIL

## Environment, Enterprise and Infrastructure Committee

6 September 2017

## Climate Change Bill – Associated Legislation and Emerging Duties

## Report by Director (Environment)

**PURPOSE OF REPORT**

The report outlines a series of consultation documents issued by the Scottish Government during the first part of 2017. These set out the Scottish Government's proposed response to the UN Paris Agreement 2015 on climate change along with increased targets for emission reductions. The proposed legislation creates a series of additional duties on local authorities. The report highlights the potential implications for the Council, its state of readiness to respond to the new challenges and makes recommendations to facilitate the Council's response to the emerging duties.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The Climate Change (Scotland) Act 2009 <http://www.legislation.gov.uk/asp/2009/12/contents> set ambitious targets to reduce emissions by at least 80% by 2050. Following the UN Paris Agreement 2015, which has strengthened global climate change ambition and aims to keep global temperature rises this century well below 2½°C, the Scottish Government has taken the opportunity to review the targets set out in the 2009 Act.
- 1.2 Over the past 9 months, the Scottish Government has published a series of documents setting out more ambitious targets, an energy strategy, along with proposed programmes and legislation to enable the delivery of the Government's ambitions. To date the key documents are:-
- New draft Climate Change Plan (before Parliament) <http://www.gov.scot/Publications/2017/01/2768/downloads>
  - Draft Energy Strategy (consultation document) <http://www.gov.scot/Publications/2017/01/3414/0>
  - Scotland's Energy Efficiency Programme (SEEP) (consultation document) <http://www.gov.scot/Publications/2017/01/2195/0>
  - Onshore Wind Policy Statement (consultation document) <http://www.gov.scot/Publications/2017/01/7344/0>
  - Energy Efficiency Strategies and Regulation of District Heating (consultation document) <http://www.gov.scot/Publications/2017/01/9139/0>
  - Climate Change Bill (consultation document) <http://www.gov.scot/Publications/2017/06/8208/0>

- 1.3 The following sections outline some of the key targets, opportunities and the role of local government in the co-delivery of the Scottish Government's ambitions.

### **Climate Change Bill Consultation Paper - June 2017**

- 1.4 The Ministerial forward to the consultation document notes that Scotland continues to outperform the UK in delivering long term reductions in emissions. Indeed, in Western Europe, only Sweden and Finland have done better. It also notes that the low carbon and renewable energy economy supports over 58,000 jobs in Scotland and generates over £10 billion in turnover.
- 1.5 The international view is, however, that more needs to be done, as evidenced in the UN Paris Agreement 2015. In response to this, the consultation paper proposes new and more stringent targets for 2050. The Scottish Government proposes to increase the ambition of the 2050 target from 80% to 90% greenhouse gas emission reduction from the 1990 baseline. The Scottish Government also proposes a series of increased interim targets for 2020 to at least 56%, as well as to set new interim targets for at least 66% in 2030 and at least 78% in 2040.
- 1.6 While the new Climate Change Act will establish the targets, it is the series of associated legislation, plans and programmes, discussed below, which indicate how the Scottish Government envisage these targets will be met along with the challenges for local government.

### **Delivering the Climate Change Targets**

- 1.7 The Climate Change Plan is the overarching document which sets out the more detailed targets and highlights the strategy and measures required to achieve them.
- 1.8 The critical role of local authorities in achieving these ambitions is recognised. As such, the Scottish Government indicate they will continue to work with local government to empower councils to meet local challenges so that they can continue to make a valued contribution to Scottish targets, policies and proposals. The draft plan sets out the current position, along with the ambition and proposals to achieve the targets in each of the energy sectors.
- 1.9 The remaining documents set out, in greater detail, the means of achieving the targets, the proposed new legislation and the new duties for local authorities in the delivery of the climate change targets. The Scottish Government recognise the significant funding issues that go with their aspiration and have a commitment to long term funding of £500 million through the Scottish Energy Efficiency Programme (SEEP). The bullet points below highlight some of the key new duties.



## **Key New Duties**

- Key role for land use planning in energy planning
- A statutory requirement for local authorities to prepare Local Heat and Energy Efficiency Strategies (LHEES)
- Develop a framework and delivery programme to reduce the energy demand and decarbonise the heat supply of buildings in its area
- The identification of area-based zoning for district heating
- Granting of concessions by local authorities for district heating networks; licensing of district heating networks
- Consumer protection within district heating schemes
- Monitoring and enforcement functions to ensure that both domestic and non-domestic buildings achieve the required standards
- Maintaining through their development plan policies, a supportive framework to allow further wind generation in appropriate locations
- Supporting shared ownership of renewables and energy systems by communities.

The fundamental shift in emphasis is that local authorities will take on duties to plan for, deliver and regulate energy efficiency and energy use in both the private and public sector. To date, councils' obligations have largely related to their own use of energy.

- 1.10 Overall, the Energy Strategy was welcomed by COSLA and Perth and Kinross Council officers. However, there are concerns over resources and the need for a meaningful partnership between local and national government to link local ambitions and policies with national targets/frameworks.

### **Activity to date by Perth & Kinross Council**

- 1.11 The Council are signatories to the Climate Change Declaration and the Community Plan/Single Outcome Agreement has a target to annually reduce the Council's carbon emissions until 2022/23. In addition, the Corporate Plan has an objective to 'decrease the carbon footprint within Perth and Kinross by reducing the carbon emissions from our organisation and in the community'.
- 1.12 Our last Climate Change Report to Scottish Government (2016) noted that there is:
- No dedicated detailed plan for reducing and monitoring the Perth & Kinross Council carbon emissions and footprint
  - A need to develop a low carbon working group remit and reporting structure
  - A need to develop a climate change adaptation strategy and risk assessment
  - No strategic mechanism for communicating and raising awareness of adaptation and mitigation, either internally or externally

1.13 Despite the above comments, there is a considerable amount of good and innovative work progressing including:-

- Officer Low Carbon Working Group formed to co-ordinate work
- Tay District Heating Network feasibility work
- Energy Efficiency measures in council stock
- Bio-mass boilers in schools
- Electric Vehicle Charging Points
- Hydrogen Hub - PKC bid for ERDF funding (Awaiting City Deal match funding)
- SEEP Pathfinder 2 project with Scottish Cities Alliance (SCA) exploring LHEES methodology
- Supplementary Guidance on Renewable and Low Carbon Energy (including a spatial framework for wind, hydro and solar)
- Working with SCA to develop standard district heat policy framework
- Tay Cities Deal work on Regional Energy Service Company (ESCO)
- Identification of prime opportunity areas for District Heating

1.14 In addition to the activities and projects above, a number of other plans, policies and strategies are contributing to the climate change agenda including; work on the Local Development Plan, Air Quality Action Plan, Perth Transport Futures Project, Council property energy strategy and the Tayside waste strategy. These strategies will contribute to one or more of the following agendas:-

- Carbon reduction
- Climate change resilience
- Energy security
- Fuel poverty
- Air quality
- Value for Money (including social costs)
- Wider environmental benefit

1.15 To date, Perth & Kinross Council has benefited from a variety of EU, UK and Scottish funding sources and support mechanisms in developing the projects listed above. However, there has been limited capacity to access all the potential opportunities which have been available.

## **2. PROPOSALS**

2.1 As highlighted above, there is the opportunity to access the Scottish Government SEEP funding of £500M. There is also a significant amount of EU funding underspend £400M, although there is a limited timescale for this. In addition, officers are working with the Scottish Cities Alliance and Tay Cities Deal.

As indicated, the capacity to maximise these opportunities has been limited by available staff resources and the ability to match fund through both the revenue and capital budget. However, as with all issues, there is the requirement to prioritise work undertaken given the many priorities facing the Council.

- 2.2 The sections above highlight significant additional duties for local government in delivering the Scottish Government's Climate Change agenda. The most significant of these is the duty to prepare and implement the Local Heat and Energy Efficiency Plans, together with the requirements around the identification and operation of concessions for district heating.
- 2.3 From officer involvement in both the work of the Scottish Cities Alliance, Low Carbon Working Group and the COSLA / Scottish Government SEEP Reference Group, all Scottish local authorities are currently examining how they will address the emerging duties. Benchmarking will continue to share knowledge and potential opportunities.
- 2.4 It is clear from the recent consultations and the Ministerial statements that proposals will come forward in new legislation over the next two parliamentary years. In preparing for the future, Perth & Kinross Council requires to address a number of key issues:-
- maximising the potential contribution of current work by ensuring that activity across all the Council's functions is aligned
  - Creating a corporate group to drive forward the emerging Climate Change Agenda
  - Assessing the full resource implications of the emerging legislation and duties and the funding opportunities available
  - Preparing and implementing a plan to deliver the new duties and address skill shortages and gaps
- 2.5 The following actions are proposed to enable the Council to maximise its contribution to the Climate Change Agenda and prepare for the emerging additional duties.
- 2.5.1 The establishment of a cross service Project Board chaired by the Director (Environment) to :-
- develop and co-ordinate a sustainability framework ensuring the alignment of all relevant plans, programmes and policies in the climate change, low carbon, energy planning, air quality, transport planning and land use planning fields
  - make, and co-ordinate, recommendations to ensure the Council's readiness to address emerging legislation

2.5.2 This will be based on work undertaken to:-

- Identify the current state of play in meeting our obligations
- Assess the resources required to deliver on emerging duties
- Assess the funding opportunities
- Identify the best structural model for delivery
- Define the deliverable benefits
- Examine opportunities for shared resources between Councils and community planning partners, not limited to TAY Plan partners
- Prepare a business case and project plan for the delivery of the strategy and the emerging duties

2.5.3 This work will also require engagement with elected members to consider the Council's response and readiness to address the new Climate Change duties.

### 3. CONCLUSION AND RECOMMENDATIONS

3.1 There is much good work going on across the Council. However, there is a requirement to maximise opportunities through an overarching strategy and seeking out available resources.

3.2 The report, therefore, puts forward a series of proposals to maximise the contribution to the Climate Change agenda of the Councils current work and to enable the Council to be well placed to deliver on emerging duties.

3.3 It is recommended that the Committee:

- (i) requests the Director (Environment) to establish and chair a cross Council Project Board to oversee, develop and co-ordinate a sustainability framework.
- (ii) requests the Director (Environment) to engage with elected members during the development of the sustainability framework.
- (iii) requests the Director (Environment) to bring back a report outlining proposals to deal with new legislation and duties to support the Scottish Government's Climate Change agenda.

#### Author

| Name           | Designation               | Contact Details                                                                                    |
|----------------|---------------------------|----------------------------------------------------------------------------------------------------|
| Peter Marshall | Strategy & Policy Manager | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation            | Date         |
|----------------|------------------------|--------------|
| Barbara Renton | Director (Environment) | 19 July 2017 |

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All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>None</b>       |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>None</b>       |
| Strategic Environmental Assessment                  | <b>None</b>       |
| Sustainability (community, economic, environmental) | <b>None</b>       |
| Legal and Governance                                | <b>Yes</b>        |
| Risk                                                | <b>No</b>         |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>No</b>         |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>No</b>         |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

1.1 The purpose of this report to improve the improve the councils delivery of the Perth and Kinross Community Plan / Single Outcome Agreement in terms

- (iii) Promoting a prosperous, inclusive and sustainable economy
- (v) Creating a safe and sustainable place for future generations

#### Corporate Plan

1.2 The purpose of this report to improve the improve the councils delivery of the Perth and Kinross Community Plan / Single Outcome Agreement in terms

- (iii) Promoting a prosperous, inclusive and sustainable economy
- (v) Creating a safe and sustainable place for future generations

### 2. Resource Implications

#### Financial

2.1 Financial implication to be contained within the Environment Service revenue budget.

Workforce

2.2 None.

Asset Management (land, property, IT)

2.3 None.

**3. Assessments**

3.1 The report analyses the implications of proposed Scottish Government legislation and has been the subject of assessment by the Scottish Government

Sustainability

3.2 The report analyses the implications of proposed Scottish Government legislation and has been the subject of assessment by the Scottish Government

Legal and Governance

3.3 The Head of Legal and Governance and the Head of Democratic Services have been consulted in the preparation of the report.

Risk

3.4 None.

**4. Consultation**

Internal

4.1 The Heads of Democratic Services, Finance, Property and Legal and Governance have been consulted in the preparation of this report.

External

4.2 None.

**5. Communication**

5.1 None.

**2. BACKGROUND PAPERS**

2.1 To be Completed.

**3. APPENDICES**

3.1 None.





## PERTH AND KINROSS COUNCIL

## Enterprise, Infrastructure and Environment Committee

6 September 2017

## Zero Waste Update

## Report by Director (Environment)

**PURPOSE OF REPORT**

This Report provides an update on various activities linked to Zero Waste initiatives in Perth and Kinross and nationally. This includes the Zero Waste Highland Perthshire, Zero Waste City Funding and a national consultation on a deposit return scheme.

**1. BACKGROUND****Zero Waste Highland Perthshire Volunteer and Community Advocate Programme**

- 1.1 Zero Waste Scotland awarded funding across Scotland for Volunteer & Community Advocate Programmes (VCAP). The main aims of the programme were to work with householders, community groups, schools and businesses to help them divert waste away from landfill, improve food waste awareness, increase recycling participation, and encourage repair/upcycling.
- 1.2 The Environment Committee requested an update following the Year 1 Report (Report No. 16/372).

**Funding**

- 1.3 With letters of support from elected members and the local community capacity worker, Perth & Kinross Council applied for funding and were awarded:
  - £48,564 for Year 1 (1 July 2015 to 30 June 2016)
  - a further £39,587 for Year 2 (1 July 2016 to 30 June 2017) (following a positive review).
  - **Total = £88,151 over the two year project.**
- 1.4 The funding financed a full-time Zero Waste Highland Perthshire volunteer co-ordinator and associated project resources. The co-ordinator was based for two years at Breadalbane Community Campus in Aberfeldy.

## The Context for the Project

- 1.5 Between 2013 and 2015, Perth & Kinross Council delivered Zero Waste Auchterarder & Aberuthven. It was one of four Ryder Cup outreach projects and was fully funded by Ryder Cup Europe, the Scottish Government, the Golf Environment Organisation and other partners.
- 1.6 Zero Waste Highland Perthshire aimed to replicate the Zero Waste Auchterarder & Aberuthven Project, supporting Highland Perthshire to become the second Zero Waste Community in Perth and Kinross.
- 1.7 Zero Waste Highland Perthshire aimed to encourage local residents to increase their household recycling, reduce their food waste and expand opportunities for reusing, repair and sharing items.

## Year 1 and Year 2

- 1.8 Due to the size of Highland Perthshire and its rural nature, the area was divided into two parts, with the project being delivered over two phases:
  - Phase 1, delivered in Year 1, included Aberfeldy, Kinloch Rannoch, Kenmore, Grandtully and Glenlyon.
  - Phase 2, delivered in Year 2, included Pitlochry postcodes, Ballinluig, Blair Atholl and Logierait.

## Volunteer & Community Advocate Opportunities

- 1.9 By project completion (June 2017), 26 householders were active in volunteering with Zero Waste Highland Perthshire, helping with events such as Zero Waste Lunch, upcycling and repair classes and a composting workshop. In addition, a further 144 people volunteered their time between April 2016 and June 2017 in one-off events, such as litter picks.

## Outcomes Delivered To-Date (for the two-year project)

|                      | <b>Overall</b> |
|----------------------|----------------|
| Participants         | 4,118          |
| Volunteers recruited | 41             |
| Volunteer hours      | 1,216          |
| Events               | 171            |

## Highlights of Specific Projects undertaken during Year 2

- 1.10 Appendix 1 contains a summary of the activities which were implemented between July 2016 and June 2017.

### 1.11 Key highlights included:

- **Two separate bicycle maintenance courses** were held in conjunction with the Bike Station Perth – one in Pitlochry and one in Blair Atholl. These covered basic maintenance including tyres, brakes and gears, allowing participants to keep their bikes in active use for longer.
- **Upcycling workshops** – these have been a popular part of the whole project. In Year 2, highlights included a 6-week furniture upcycling course, led by a local artist who helped participants revitalise old chairs into modern pieces.
- **Activities to Reduce Food Waste** - Volunteers helped run a Zero Waste Lunch by making soups and cakes from ingredients which would otherwise have been discarded by the local Pitlochry Co-op store, such as fruit, vegetables and bread which had passed its Best Before date. A MasterChef competition involved the creation of meals using commonly wasted ingredients by participants under the guidance of professional local chefs.
- **The Highland Perthshire Home Composting project** - Free composters were offered on a first-come, first-served basis, with 50 allocated in total by the end of the project.
- **Christmas Advent Reuse Project** - This resulted in the collection of approximately 300 items which were made up as 144 parcels for children of all ages. As well as the re-distribution of goods, the project engaged the local community and young people who helped wrap the presents.

1.12 Two **Zero Waste Challenges** have been held during Year 2. Zero Waste Challenges were used to create a baseline for the tonnage of general (non-recyclable) waste and the tonnage of recycling produced by the community, prior to Zero Waste Highland Perthshire undertaking any promotion of waste reduction, reuse and recycling. The challenges were repeated 12 months after the initial ones and the results were compared. For every increased tonne of recycling and for every decreased tonne of general waste, the Zero Waste Highland Perthshire project donated back to the community the approximate cost of sending one tonne of waste to landfill.

1.13 In the Phase I area, the Aberfeldy, Kinloch Rannoch, Kenmore, Glenlyon & Grandtully Zero Waste Challenge took place in September 2016. This was a follow-up to the initial Challenge in September 2015. Comparing results between the two, general waste decreased by 25% and recycling increased by 17%. This saved £973.66 in disposal costs, which was awarded to the Men's Shed in Aberfeldy. With this money, the Men's Shed was able to insulate the shed and install lighting so that they can continue to meet up there throughout the winter months and for longer periods. Additionally, Zero Waste Highland Perthshire

purchased a mechanics bike stand which is now housed at the Men's Shed. This allows a participant in one of the four bike maintenance courses to offer that service to members of the community.

- 1.14 In the Phase II area, the Pitlochry, Ballinluig & Blair Atholl Zero Waste Challenge took place in May 2017. This was a follow-up to the initial challenge in May 2016. Comparing results between the two Zero Waste Challenges, general waste decreased by 27% which saved £716.13 in disposal costs. This was awarded to the Pitlochry Pavilion Users Group (PUGs) and the Blair Atholl Village Hall. PUGs purchased a wheelchair-accessible picnic bench made from recycled plastics with their share. Blair Atholl Village Hall was able to do some essential upgrades to their heating system.

## **2. THE LEGACY OF ZERO WASTE HIGHLAND PERTSHIRE**

- 2.1 Waste Services also focussed on how Zero Waste Highland Perthshire could leave a positive and lasting legacy for the area as a Zero Waste Community. Particular focus has been paid to developing strong volunteers and advocates to continue undertaking community engagement work beyond Phase II of the Project. The co-ordinator also invested in legacy resources which can be utilised by continuing volunteers beyond Phase II. Consequently, in addition to the educational messages left behind after extensive community engagement, the following can be viewed as legacies of the Project:

### **Functional Upcycling Network**

- 2.2 A group of women who attended a 6-week furniture upcycling course in Pitlochry decided to continue meeting on a monthly basis to swap upcycling skills and pass these on to others. Zero Waste Highland Perthshire continued to support the Functional Upcycling Network (FUN) until the end of the project by paying for hall hire and expenses, providing a network of contacts, and by giving advice on future funding.

### **Zero Waste Highland Perthshire Facebook page**

- 2.3 The page will continue to be updated regularly by volunteers for promoting events, such as those run by FUN, as well as to signpost the community to local repair businesses, and to raise awareness of environmental issues.

### **Improved Recycling Facilities**

- 2.4 New recycling bins were purchased by Zero Waste Highland Perthshire for use in Breadalbane Community Campus. Additionally, a plastic bag recycling point was established in partnership with the Aberfeldy Co-operative store, and this continues to be located in the shop foyer for customer use.

### **Promotion of reusable cups**

- 2.5 In partnership with Tayside Contracts, two initiatives to promote the use of reusable cups instead of single-use disposable ones were introduced in Breadalbane Community Campus. Customers who purchase their hot drinks at the Food To Go takeaway kiosk now receive a 10% discount if they bring along their own cup. To initially promote this, Zero Waste Highland Perthshire gave away 50 reusable cups to regular users of the kiosk when they agreed to sign a pledge to keep using them.
- 2.6 Secondly, Tayside Contacts now offer a loyalty scheme to pupils purchasing soup in a reusable cup, with pupils receiving every sixth soup for free. This followed on from a partnership project between the school's departments of Science and Home Economics, Zero Waste Highland Perthshire and Tayside Contracts, supported by the local Co-op store, in which second year pupils learned about food and packaging waste for a competition run by Perth College UHI.

### **Reuse of telephone box for book lending**

- 2.7 In partnership with the Aberfeldy caravan site, and with a great deal of practical support from the Breadalbane Men's Shed and other volunteers, a redundant red telephone box situated within the caravan site was refurbished to act as a book lending library during the summer months. It is anticipated that local people and holidaymakers alike will be able to swap books there for free for years to come.

### **Continued diversion of food waste**

- 2.8 Contacts made at both Aberfeldy and Pitlochry Co-operative stores have been passed on to two community groups who plan to continue a long-term diversion of food waste to them.

### **Social Benefits**

- 2.9 In addition to the environmental and economic benefits of the Zero Waste Highland Perthshire project, a great many social benefits have arisen, including greater community cohesion. People have worked together to improve their community and new connections have been made which will continue in the future. Lifelong friendships have been formed and in some cases, instances of loneliness have been reduced. By providing the opportunity for people of all ages and backgrounds to learn new skills and pass these on to others, individuals have gained in confidence and have felt valued.

- 2.10 Zero Waste Highland Perthshire was awarded a Gold Award in the Promoting Sustainability Category of the 2017 Securing the Future Awards. It has subsequently been nominated for a COSLA award, with the Ceremony held in October 2017.

### **Next Steps**

- 2.11 In addition, based on the successes of Zero Waste Auchterarder & Aberuthven and Zero Waste Highland Perthshire, Perth & Kinross Council has secured two further sets of funding: the Sainsbury's Waste Less, Save More funding and Zero Waste Scotland's Zero Waste City Funding.
- 2.12 Perth & Kinross Council's Waste Services was awarded Sainsbury's funding of £46,739 to deliver a 12 month project until May 2018. This focusses on food waste reduction in the Blairgowrie and Kinross-shire areas, in conjunction with PKC's Education & Children's Services, Housing & Community Safety, local community groups and the NHS.
- 2.13 Perth & Kinross Council formed a Consortium with Beautiful Perth and Perth College UHI's EcoTechnic. The consortium secured funding to develop a full project proposal and submitted a bid for £300,000 to deliver a three year Zero Waste Project in Perth's Wards 11 and 12 (Perth City Centre and Perth North). This would make Perth Scotland's First Zero Waste City, with a potential start date in autumn 2017 and concluding in March 2020. As part of this, it is proposed that two officers will be recruited – one to focus on the commercial sector, the other to focus on householders, schools and community groups. The consortium is awaiting confirmation of a grant offer from Zero Waste Scotland.

### **Update on the Deposit Return System (DRS) in Scotland**

- 2.14 A deposit return system (DRS) is one where consumers pay a small amount of money in addition to the purchase price at point of sale. This money is then returned to them if they choose to return the item after use. These systems, operating around the world, are cited as offering benefits such as reducing litter and increasing recycling.
- 2.15 In 2014, on behalf of the Scottish Government, Zero Waste Scotland commissioned a study to explore how a deposit return system might operate in Scotland and what key design choices might be relevant. Parallel work was also undertaken exploring alternatives to a DRS.

<http://www.zerowastescotland.org.uk/sites/default/files/Review%20of%20feasibility%20study%20for%20a%20Deposit%20Return%20System%20for%20Drinks%20Containers.pdf>

- 2.16 Subsequently, further discussions have taken place including a formal call for evidence. The call for evidence asked for any additional evidence relevant to the consideration of the suitability of a deposit system, any evidence to support how such a system could be designed and managed and, lastly, sought evidence on anticipated impacts of a deposit return system.
- 2.17 Issues that required further consideration, particularly from a Local Authority perspective, before a firm position on DRS could be taken, include:
- Evidence on how the public's non-financial contribution to the scheme should be valued,
  - The potential impact on litter and its associated financial benefit, and
  - The cost implications for local authorities – how these costs and benefits are distributed and that they are realisable.
- 2.18 The outcome of this additional investigation is summarised and a full report is also available - Deposit Return: Evidence Summary (June 2017)  
<http://www.zerowastescotland.org.uk/sites/default/files/Deposit%20Return%20Evidence%20Summary.pdf>
- 2.19 On 30 June 2017, further detailed work on how a potential deposit return scheme might operate in Scotland was commissioned by the Scottish Government.
- 2.20 The Environment Secretary, Roseanna Cunningham, has confirmed that ZWS will investigate design options and the associated costs and benefits of how a deposit return scheme could operate in Scotland's unique environment. Options will then be put to the public for consultation before Ministers come to a final decision on the future of deposit return.
- 2.21 It is recommended that Waste Services will keep a watching brief on the unfolding DRS debate and public consultation. A future report will be brought forward to the Environment, Enterprise & Infrastructure Committee presenting an evidenced and balanced appraisal of DRS in order to allow the Committee to reach an agreed position.

### **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 Zero Waste Highland Perthshire has encouraged the community to sustainably minimise their waste. This has enabled the area to become the second Zero Waste Community in Perth and Kinross.
- 3.2 Building on these successes, further funding has been secured to divert waste from landfill, improve food waste awareness, increase recycling participation and encourage repair/upcycling.

3.3 Nationally, following studies and evidence gathering, the Scottish Government have committed to a public consultation on the options regarding the introduction of a Deposit Return System in Scotland, including the costs and benefits.

3.4 It is recommended that the Committee:

- i) Notes the contents of this Report;
- ii) Requests the Director (Environment) to report the outcomes of Zero Waste Perth and Sainsbury's Waste Less, Save More for 2017/18 to the Committee in 12 months' time; and

#### Authors

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#### Approved

| Name           | Designation            | Date         |
|----------------|------------------------|--------------|
| Barbara Renton | Director (Environment) | 19 July 2017 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | Yes               |
| Corporate Plan                                      | Yes               |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | Yes               |
| Workforce                                           | Yes               |
| Asset Management (land, property, IST)              | None              |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | Yes               |
| Strategic Environmental Assessment                  | Yes               |
| Sustainability (community, economic, environmental) | Yes               |
| Legal and Governance                                | None              |
| Risk                                                | None              |
| <b>Consultation</b>                                 |                   |
| Internal                                            | Yes               |
| External                                            | Yes               |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | Yes               |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

1.1 The proposals in this report relate to the delivery of the Perth and Kinross Community Plan / Single Outcome Agreement in terms of following the priorities:

- (i) Developing educated, responsible and informed citizens
- (ii) Promoting a prosperous, inclusive and sustainable economy
- (iii) Supporting people to lead independent, healthy and active lives
- (iv) Creating a safe and sustainable place for future generations

#### Corporate Plan

1.2 The proposals relate to the achievement of the Council's Corporate Plan Priorities:

- (i) Developing educated, responsible and informed citizens;
- (ii) Promoting a prosperous, inclusive and sustainable economy;
- (iii) Supporting people to lead independent, healthy and active lives; and
- (iv) Creating a safe and sustainable place for future generations.

## **2. Resource Implications**

### Financial

- 2.1 Zero Waste Scotland awarded Perth & Kinross Council the following amounts of funding to deliver the Volunteer & Community Advocate Programme: Zero Waste Highland Perthshire:
- £48,564 for Year 1 (1 July 2015 to 30 June 2016)
  - £36,548 for Year 2 (1 July 2016 to 30 June 2017).

### Workforce

- 2.2 The funding has enabled a full-time Zero Waste Highland Perthshire Volunteer Co-ordinator to be recruited for a fixed term of 2 years, between 2015 and 2017.

### Asset Management (land, property, IT)

- 2.3 The proposals in this report have no impact on asset management.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The function, policy, procedure or strategy presented in the VCAP Report were considered under the Corporate Equalities Impact Assessment process (EqIA) and were assessed as relevant and the following positive outcomes are expected following implementation.
- 3.3 The Volunteer Co-ordinator consults widely with householders, schools and community groups and there is significant community support for the project from these parties and from the Ward Councillors. A monthly review, and quarterly reviews, are undertaken with the funder (Zero Waste Scotland) to monitor the success of the Project and address the progress on meeting the project targets.

### Strategic Environmental Assessment

- 3.4 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

- 3.5 The proposals have been considered under the Act and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

#### Sustainability

- 3.6 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:
- in the way best calculated to delivery of the Act's emissions reduction targets;
  - in the way best calculated to deliver any statutory adaptation programmes; and
  - in a way that it considers most sustainable.

#### Legal and Governance

- 3.7 The Head of Finance and the Head of Legal and Governance have been consulted on the contents of the report.

#### Risk

- 3.8 No risks have been identifies through the assessment process.

### **4. Consultation**

#### Internal

- 4.1 The Head of Finance and the Head of Legal and Governance have been consulted on the contents of the report.

#### External

- 4.2 Perth & Kinross Council is in regular communication with Zero Waste Scotland regarding the Projects and the targets.

## **5. Communication**

5.1 Below is a list of the communications which continue to be undertaken as part of implementing the proposals, including the key target audiences and the communication methods:

- Zero Waste Highland Perthshire Facebook Page
- Zero Waste Highland Perthshire Twitter Account
- PKC website
- Posters about becoming a Zero Waste Volunteer
- Articles in the Highland Perthshire Newsletters
- Information circulated via the Highland Perthshire Community Capacity Worker
- PKC Yammer posts
- Press Releases and Photo-calls

5.2 The target audience is all householders, schools and community groups across Highland Perthshire.

## **2. BACKGROUND PAPERS**

2.1 Perth & Kinross Council's Volunteer and Community Advocate Programme – Zero Waste Highland Perthshire – 7 September 2016 – Committee Report 16/372.

2.2 Perth and Kinross Zero Waste Communities – 20 January 2016 – Committee Report 16/12.

## **3. APPENDICES**

3.1 Appendix 1 - Projects and activities undertaken between July 2016 and June 2017

3.2 Appendix 2 – Statistics of Events in Year 2

## Projects and activities undertaken between July 2016 and June 2017

- i) **Repair activities** These included a community event in Pitlochry focussing on clothing. Repair and alterations were carried out by skilled local professionals and semi-professionals, and advice on how to care for clothes and make them last longer was made available. There was also a free screening of *The True Cost* – a documentary film regarding sustainability in the fashion industry – and a clothing swap-shop so people could bring something old and leave with something new to them.
- ii) **Two separate bicycle maintenance courses** were held in conjunction with the Bike Station Perth – one in Pitlochry and one in Blair Atholl. These covered basic maintenance including tyres, brakes and gears, allowing participants to keep their bikes in active use for longer. 100% of surveyed participants strongly agreed that their knowledge and skills had increased and 100% agreed or strongly agreed they would use the skills again.
- iii) **Upcycling workshops** have been a popular part of the whole project and in Year 2 highlights have included a 6-week furniture upcycling course led by a local artist who helped participants revitalise old chairs into modern pieces using chalk paint, decoupage and basic upholstery techniques. It was intended that these skills could then be reproduced on other furniture items in participants' homes.
- iv) **Activities to reduce food waste** These included a Zero Waste Lunch and a 4-week "MasterChef" competition held in Pitlochry. Volunteers helped run a Zero Waste Lunch by making soups and cakes from ingredients which would otherwise have been discarded by the local Pitlochry Co-op store, such as fruit, vegetables and bread which had passed its Best Before date. The MasterChef competition involved the creation of meals using commonly wasted ingredients by participants under the guidance of professional local chefs. Competitors and the audience also learned how to reduce food waste by planning better, understanding date labels, storing food properly and using up leftovers.
- v) **The Highland Perthshire Home Composting Project** continued for households not served by the brown-lidded bin collection for food and garden waste in both the Phase I and Phase II areas. Free composters were offered on a first-come, first-served basis, with 50 allocated in total by the end of the project. Workshops were held in Aberfeldy, Kinloch Rannoch, Kenmore and in conjunction with the Biodynamic Garden in Camserney to help those taking part in the project get the best out of their composter.
- vi) **Engagement with local primary schools** In total, 13 separate visits have taken place between July 2016 and June 2017 to schools within the Phase II area, with an additional 11 visits to schools in the Phase I area. Activities have included litter picks, upcycling projects, talks and games. Particular support was given to

projects carried out by the Pitlochry Primary eco-group including their delivery of a whole-school Assembly on recycling.

- vii) **Christmas Advent Reuse Project** Working in partnership with Breadalbane Library and Breadalbane Academy in Aberfeldy, the community was asked to donate good condition unwanted toys and books so they could be redistributed as Christmas presents to children associated with Perthshire Women's Aid. This resulted in the collection of approximately 300 items which were made up as 144 parcels for children of all ages. As well as the re-distribution of goods, the project engaged the local community and young people who helped wrap the presents.
- viii) **Zero Waste Challenge Fun Day** A number of launch events were held in both the Phase i and Phase ii areas, including school talks, repair and upcycling events, a Dr. Bike fix-it session in conjunction with the Perth Bike Station and a Zero Waste Lunch. Where possible, events coincided with larger gatherings to maximise exposure, such as at the Pitlochry Recreation Ground Pavilion Users Group fun day and the Cairngorms Nature Festival in Blair Atholl.

The launch event for the Kinloch Rannoch, Kenmore, Glenlyon & Grandtully 2016 Zero Waste Challenge hosted the publicity of Perth & Kinross Council signing Scotland's **Household Waste Recycling Charter**, with a visit from Rosanna Cunningham MSP.

- ix) **Events** offering the public more information on different aspects of the reduce, reuse, recycle message have included stalls at Pitlochry Markets, Aberfeldy Farmers Markets, Blair Atholl summer fair, information stands at both the Aberfeldy and Pitlochry Co-operative stores, and talks to community groups including the Scottish Women's Institute.
- x) **WEEE Amnesty Term** During all Zero Waste Challenges, Highland Perthshire schools were encouraged to hand in broken small electricals during a term-time WEEE amnesty:
- During the September 2016 Phase I area Zero Waste Challenge, five local schools collected 0.14 tonnes for recycling.
  - During the May 2017 Phase II area Zero Waste Challenge, three local schools collected 0.1 tonnes of small-electricals for recycling.

**Statistics for Year 2**

- 21 engagement activities with school pupils
- 19 upcycling events, including furniture upcycling
- 12 repair workshops, including bike maintenance
- 5 litter picks
- 16 public engagement events, including farmers markets
- 9 events specific to food waste, including cookery classes
- 1 composting workshop
- 6 volunteer specific events, including 2 x volunteer celebration evenings

|                      | <b>Year 2</b> |
|----------------------|---------------|
| Participants         | 2,758         |
| Volunteers recruited | 16            |
| Volunteer hours      | 778           |
| Events               | 89            |





## PERTH AND KINROSS COUNCIL

## Environment, Enterprise and Infrastructure Committee

6 September 2017

## Comrie Flood Protection Scheme

## Report by Director (Environment)

**PURPOSE OF REPORT**

This report provides an update on the progress of the Council's investigations into a potential flood protection scheme in Comrie. The report proposes that the Committee approves the preferred scheme and that it is developed further through the outline design phase, publication, detailed design and eventual construction.

**1. BACKGROUND / MAIN ISSUES****Flood Risk Management in Comrie**

- 1.1 Comrie is located in the River Earn catchment within Potentially Vulnerable Area (PVA) 08/14.
- 1.2 Comrie is located at the confluence of three large rivers – the Water of Ruchill, the River Earn and the River Lednock. There has been a history of flooding in the town, and in the Dalginross area in particular.
- 1.3 On 24 October 2007, the Council's Enterprise & Infrastructure Committee approved the promotion of a flood scheme for Comrie subject to the availability of finance (Report 07/681 refers). This was following a previous flood study by consulting engineers, Mouchel, that had indicated that a flood scheme may be economically viable.
- 1.4 When funding was made available, Mouchel were engaged in 2008 to develop the existing flood study. A limited number of options for a flood scheme were considered in some detail and recommendations were made to undertake further investigations.
- 1.5 In August and November 2012, the Dalginross area was severely affected by flooding on the Water of Ruchill. As a result, the Strategic Policy & Resources Committee of 22 November 2012 approved a package of measures to address the flooding, including emergency flood protection works. (Report No. 12/551 refers).
- 1.6 These flood protection works reduced the future risk of flooding to the Dalginross area from the Water of Ruchill. However, the wider flood risk from the River Earn and the River Lednock remains, as does the combined flood risk from all three rivers. It is estimated that approximately 290 residential properties and businesses are still at risk of flooding in Comrie.

- 1.7 Mouchel were therefore re-engaged in 2013 to develop proposals for a wider flood scheme taking into account the 2012 flooding and works carried out. This was a more comprehensive, developed investigation into all of the available options for a flood scheme.
- 1.8 The approach to tackling flooding in Scotland has changed in recent years. Under the Flood Risk Management (Scotland) Act (the 2009 Act), SEPA and lead local authorities published new Flood Risk Management (FRM) Strategies and Local FRM Plans. These documents set out a range of actions that SEPA and responsible authorities will take to manage and, where possible, reduce the risk of flooding over a six year period.
- 1.9 Although public authorities are expected to take a proactive role in managing and, where achievable, lowering flood risk, the primary responsibility for avoiding or managing flood risk still remains with land and property owners. The 2009 Act does not alter this. Individuals, businesses and communities must, therefore, play a critical role in making themselves more resilient and helping to reduce the impact of flooding.
- 1.10 The Environment Committee approved the publication of the Tay Local FRM Plan on 1 June 2016 (Report 16/241 refers). The published document can be viewed at the following link: <http://www.pkc.gov.uk/frmplans>
- 1.11 Since the publication of the FRM Strategies and Local FRM Plans last year, the Council has been moving forward with the implementation of the actions set out therein.
- 1.12 The 2009 Act provides local authorities with discretionary powers to promote new flood protection schemes. Only those flood schemes which have been included in the published FRM Strategies, the Local FRM Plans and the national priority list will be taken forward in the six year period.
- 1.13 One of the key actions included within the Tay Local FRM Plan is to implement a flood protection scheme in Comrie. The flood scheme was included as the 7<sup>th</sup> highest scheme on the national priority list.
- 1.14 All Flood Protection Scheme actions within the Tay Local FRM Plan have been provided with provisional funding agreement from the Scottish Government. The Scottish Government will commit 80% in capital grant to the scheme cost (based upon design, construction tender and professional fees estimate) and the Council's contribution is expected to be 20% of this.
- 1.15 Mouchel considered five main options and a number of secondary options for managing flood risk within Comrie. These options were evaluated against various technical, environmental and economic criteria. The flood risk management options considered, and the estimated costs and benefit / cost ratios, are summarised in Appendix 1.

- 1.16 The flood scheme recommended by Mouchel (Option 2 in Appendix 1) involves the construction of flood walls and embankments along the three river corridors to reduce the risk of flooding to properties in Comrie.
- 1.17 This Scheme is estimated to have a capital cost over the financial years to 2021/22 of £24.6M.
- 1.18 The Benefit Cost Ratio (BCR) of the Scheme at this cost is 2.0. This value estimates that the economic benefits accrued over the lifetime of the Scheme, through the avoidance of flood damages, is double the estimated cost of the Scheme. This is the greatest BCR value compared to the other investigated options.
- 1.19 The BCR has been calculated using an appraisal 'toolkit' known as the "Multi-Coloured Manual" which has been developed specifically to allow flood scheme appraisal and to compare flood risk management options. The Scottish Government and Defra guidance both require the use of this tool for this purpose.
- 1.20 The Multi-Coloured Manual is based upon estimating the impact to any receptors (properties, etc.) from flooding at various estimated flood depths. It should be noted that the 'values' attributed to the damages are based upon economic losses (i.e. to the country), brought about by a flooding event, rather than individual losses.
- 1.21 As noted in 1.14, the Scottish Government has committed 80% (£19.7M) in capital grant to the scheme and the Council's contribution is expected to be 20%, giving a budgeted cost to the Council of £4.9M. This is included in the Council's current capital programme.
- 1.22 The recommended flood scheme, and the alternative options that were considered, were put to public consultation in September 2016. The details can be viewed at the following link:-  
<http://www.pkc.gov.uk/comriefloodscheme>
- 1.23 In general, the response from the community and key stakeholders to the recommended scheme was positive. Their responses will continue to inform the future design and development of the proposals for the flood protection scheme.

## 2. PROPOSALS

- 2.1 The consulting engineers have recommended a flood scheme involving flood walls and embankments. It is proposed that this is adopted as the Council's preferred flood scheme. This will allow the Council to focus on the development of this option and to promote it as the Comrie Flood Protection Scheme.
- 2.2 The preferred flood scheme is shown in Appendix 2. The proposed scheme includes the provision of approximately 3km of new flood walls and 1km of

flood embankments along the Water of Ruchill, the River Earn and River Lednock river corridors. Some of the older flood defences on the Water of Ruchill will also require to be raised and refurbished in order to bring them up to modern standards and to extend their design life.

### **Next Steps**

- 2.3 It is proposed that the recommended scheme is further developed to the outline design stage.
- 2.4 Once the outline design has been sufficiently developed, it is proposed that the scheme be published under the 2009 Act. This will provide the Council with the legal powers to construct the flood scheme.
- 2.5 Subject to the scheme being confirmed under the 2009 Act, the same legislation ensures that planning consent will be deemed to have been granted.
- 2.6 It is proposed that the scheme will then be designed up in detail, put out to tender, and eventually constructed.

### **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 This report provides an update on the investigations into the Comrie Flood Protection Scheme.
- 3.2 The Council's consulting engineers have recommended a flood protection scheme consisting of flood walls and embankments. This form of scheme is economically viable.
- 3.3 The report seeks the Committee's approval that the consulting engineer's recommended proposal be adopted as the Council's preferred scheme.
- 3.4 It is recommended that the Committee:
  - (i) Notes that the development of a flood protection scheme for Comrie is consistent with the published Tay Flood Risk Management Strategy and Local Flood Risk Management Plan.
  - (ii) Notes the progress on the development of the proposed Comrie Flood Protection Scheme.
  - (iii) Notes that the flood scheme proposals were put to public consultation in September 2016.
  - (iv) Approves that the recommended proposals is adopted as the Council's preferred scheme.
  - (v) Agrees that the recommended scheme should now progress through the outline design phase, publication, detailed design and eventual construction, subject to obtaining statutory approval under the 2009 Act and funding remaining in place.
  - (vi) Requests the Director (Environment) to bring back further reports in due course.

**Authors**

| <b>Name</b>   | <b>Designation</b>                                | <b>Contact Details</b>                                                                             |
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**Approved**

| <b>Name</b>    | <b>Designation</b>     | <b>Date</b>  |
|----------------|------------------------|--------------|
| Barbara Renton | Director (Environment) | 19 July 2017 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>Yes</b>        |
| Asset Management (land, property, IST)              | <b>Yes</b>        |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>Yes</b>        |
| Risk                                                | <b>Yes</b>        |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>Yes</b>        |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>Yes</b>        |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

1.1 The proposals relate to the delivery of the Perth and Kinross Community Plan / Single Outcome Agreement in terms of the following priorities:

- (iii) Promoting a prosperous, inclusive and sustainable economy
- (iv) Supporting people to lead independent, healthy and active lives
- (v) Creating a safe and sustainable place for future generations

#### Corporate Plan

1.2 The proposals relate to the achievement of the following Priorities in the Council's Corporate Plan:

- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

## **2. Resource Implications**

### Financial

- 2.1 The Comrie Flood Protection Scheme has been prioritised in the published Tay FRM Strategy and Local FRM Plan. The flood scheme is therefore eligible for Scottish Government capital grant assistance of up to 80% of its tender value. The Council will be required to fund the remainder of the cost of the scheme, assuming that it remains economically viable.
- 2.2 Although funding is provisionally secured, it should be noted that the implementation of the flood scheme will be some time away and is not yet certain. The scheme proposals require further development and the relevant statutory approval and consents must be obtained.

### Capital

- 2.3 The estimated capital cost of the scheme over the financial years to 2021/22 is £24.6M. The Scottish Government has committed £19.7M in capital grant to the scheme and the Council's contribution is expected to be 20% of this, giving a budgeted cost, to the Council of £4.9M. The Scheme has been included in the Council's capital programme.
- 2.4 Clearly the issue of funding support from central government will continue to have a significant bearing on when the Council will be able to deliver the flood scheme. While capital funding is in place, the scheme can only be implemented if this remains to be the case.
- 2.5 In the meantime, the estimated costs of flood schemes across Scotland continue to be reported to the Scottish Government by local authorities on an annual basis.

### Revenue

- 2.6 The on-going maintenance costs for the scheme are estimated at £25,000 per annum.
- 2.7 This additional cost will require to be considered through the Council's budget process once the scheme has been completed.

### Workforce

- 2.8 The project management of the flood scheme will be undertaken by the Council's Structures and Flooding Team. There will be a resource implication for Legal and Property Services for technical assistance required throughout the duration of the project.

### Asset Management (land, property, IT)

- 2.9 In order to construct the proposed scheme there may be a requirement to purchase land and/or provide compensation to relevant landowners. Property Services have been consulted on the scheme and a landownership plan has been produced to inform future negotiations with relevant landowners.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties. The Equality Impact Assessment undertaken in relation to this report can be viewed by clicking [here](#).
- 3.2 The proposals in this report have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- (i) Assessed as **relevant** and actions taken to reduce or remove the following negative impacts:
    - The construction works could temporarily have a greater impact on mobility impaired, sight impaired, blind people or disabled people, on children and the elderly and infirm, and on pregnant women or nursing mothers, in relation to adverse psychological, physical and health impacts. Appropriate mitigation measures will be adopted to minimise disruption, noise, dust and vibration and to ensure adequate safe access throughout the construction works.
  - (ii) Assessed as **relevant** and the following positive outcomes expected following implementation:
    - The flood scheme will have the same positive impact for all equality groups as the reduction in flood risk to Comrie will provide benefits for all (improved safety, health & wellbeing through avoidance of flood impacts and damages) in the long-term.

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.



- 3.5 An Environmental Impact Assessment is however required for the flood Scheme described in this report and this will be progressed once consulting engineers have been engaged.

### Sustainability

- 3.6 Under the provisions of the Local Government in Scotland Act 2003, the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change (Scotland) Act 2009, the Council also has a duty relating to climate change and, in exercising its functions must act:

- in the way best calculated to delivery of the Act's emissions reduction targets;
- in the way best calculated to deliver any statutory adaptation programmes; and
- in a way that it considers most sustainable.

- 3.7 Following an assessment using the Integrated Appraisal Toolkit, it has been determined that the proposal is likely to contribute **positively** to the following corporate sustainable development principles:

(i) Climate Change

Efficient use of resources now and in the future in the built environment and service provision (e.g. energy efficiency, land, water resources, flood defence, waste minimisation) (*Principle 2*)

Mitigation and adaptation to manage the impact of climate change & reduce the production of greenhouse gases (*Principle 3*)

**Justification:**

The flood scheme proposed in this report will help to manage the increased flood risk to Comrie brought about by climate change.

(ii) Community

Creating a sense of place (e.g. a place with a positive 'feeling' for people, and local distinctiveness) (*Principle 22*)

**Justification:**

The flood scheme will help to make the local community safer and more sustainable for residents, through a reduction in flood risk. This will help the community to thrive in the longer term despite the temporary construction impacts.

3.8 Following an assessment using the Integrated Appraisal Toolkit, it has been determined that the proposal is likely to contribute **negatively** to the following corporate sustainable development principles:

(iii) Consumption and Resources

Efficient use of resources now and in the future in the built environment and service provision (e.g. energy efficiency, land, water resources, flood defence, waste minimisation) (*Principle 2*)

Mitigation and adaptation to manage the impact of climate change & reduce the production of greenhouse gases (*Principle 3*)

**Justification:**

There will be a short term increase in the use of materials and resources during construction of the flood scheme, but a future reduction due to reduced flood risk.

**Mitigation:**

The Environmental Impact Assessment and eventual Construction Environmental Management Plan will consider energy consumption and waste management practices during construction.

Legal and Governance

3.9 The Head of Legal and Governance and the Head of Democratic Services have been consulted on this report.

3.10 The legal basis for the proposals set out in this report is the Flood Risk Management (Scotland) Act 2009.

Risk

3.11 Risks associated with the proposal will be managed through appropriate communication and project management.

**4. Consultation**

Internal

4.1 The Head of Legal and Governance, the Head of Democratic Services and the Head of Finance have been consulted in the preparation of this report.

4.2 The local elected members, Planning, Property, Land Quality, Environmental Health, Structures Team and the Council's Biodiversity Officer were consulted during the development of the proposals.

## External

- 4.3 Comrie Community Council, SEPA, SNH, Historic Environment Scotland, Scottish and Southern Energy and all relevant landowners and occupiers were consulted during the development of the proposals.
- 4.4 Two community drop-in sessions were held in Comrie on 1 and 8 September 2016. The aim of these events was to provide the local community with further information on:-
- the risk of flooding in Comrie;
  - the Council's proposals for a flood scheme;
  - work to raise awareness of flooding and to help the local community to become more prepared and resilient to deal with flooding.
- 4.5 A letter was issued to elected members, the Community Council and the local resilience group summarising the work carried out by the consulting engineers and how flood risk will be managed in the future. 937 letters were sent to local residents and businesses within the community to advertise the events. Approximately 150 people attended the community drop-in sessions.
- 4.6 The drop-in sessions included a central display, a presentation and a series of plans of the scheme options. Representatives from the Council's flooding team, Mouchel, SEPA, the Scottish Flood Forum and the Council's Health, Safety and Wellbeing Manager were available to answer questions and provide further information. Those attending were given an opportunity to record their views and questions on comment forms. 24 comment forms were returned to the Council after the sessions.
- 4.7 In general, the impression received from the drop-in sessions was that the local community were in favour of the preferred flood scheme (Option 2 – Walls and Embankments). The majority of the returned comment forms also indicated general approval for this option.
- 4.8 The Council has issued a response to the community to answer any questions raised during the drop-in sessions or on comment forms.
- 4.9 The public consultation materials used at the drop-in sessions and the response to those questions can still be viewed on the Council's website at <http://www.pkc.gov.uk/comriefloodscheme> and also on the Comrie Community Council website at <http://www.comrie.org.uk/>.

## **5. Communication**

- 5.1 The communication arrangements to date were as noted in Section 4 above.
- 5.2 The Council will continue to communicate with the local community, statutory consultees, local landowners and other stakeholders as the scheme proposals are developed. The above noted website will continue to be updated and further letters and newsletters will be issued to the local community as appropriate.

## **2. BACKGROUND PAPERS**

2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in the preparation of the above report;

- PKC – Enterprise and Infrastructure Committee – 24 October 2007, Flood Mitigation Schemes and Flood Studies (Report No. 07/681)
- PKC – Environment Committee – 30 January 2008, Biennial Report on Flood Prevention Responsibilities 2007 (Report No 08/41)
- PKC – Environment Committee – 4 November 2009, Biennial Report on Flood Prevention Responsibilities 2009 (Report No 09/504)
- PKC – Environment Committee – 21 March 2012, Biennial Report on Flood Prevention (Report No 12/135)
- PKC – Environment Committee – 20 November 2013, Progress Report, Flood Risk Management (Scotland) Act 2009 (Report No. 13/544)
- PKC – Environment Committee – 12 November 2014, The Flood Risk Management (Scotland) Act 2009, Short List of Potential Measures to Manage Flood Risk (Report No. 14/483)
- PKC – Environment Committee – 9 September 2015, The Flood Risk Management (Scotland) Act 2009, Selected Actions and Prioritisation (Report No 15/359)
- PKC – Environment Committee – 1 June 2016, The Flood Risk Management (Scotland) Act 2009, Publication of Local Flood Risk Management Plans (Report No 16/241)

## **3. APPENDICES**

3.1 Appendix 1 – Summary of Flood Scheme Options Considered

3.2 Appendix 2 – Plan of Preferred Flood Scheme

### Summary of Flood Scheme Options Considered

| Option | Flood Risk Management Option                                                          | Cost                                  | Benefit / Cost Ratio |
|--------|---------------------------------------------------------------------------------------|---------------------------------------|----------------------|
| 1      | Dredging                                                                              | £34.9M<br>(+£0.95M<br>every 5 years)* | N/A                  |
| 2      | Flood Walls and Embankments                                                           | £24.5M                                | 2.0                  |
| 3      | Upstream Storage of Flood Water<br>(Water of Ruchill and River Earn)                  | £69.3M                                | 0.69                 |
| 4      | Flood Walls, Embankments and<br>Upstream Storage of Flood Water<br>(Water of Ruchill) | £64.5M                                | 0.75                 |
| 5      | Flood Walls, Embankments and<br>Upstream Storage of Flood Water<br>(River Earn)       | £48.8M                                | 1.0                  |
| -      | Use of Existing Dams on Lochs<br>Earn and Lednock**                                   | N/A                                   | N/A                  |
| -      | Removal of the Weir on the River<br>Earn**                                            | N/A                                   | N/A                  |
| -      | Raising of Dalginross Bridge**                                                        | N/A                                   | N/A                  |
| -      | Increasing Local Floodplain<br>Storage Capacity**                                     | N/A                                   | N/A                  |
| -      | Diversion Channel(s)**                                                                | N/A                                   | N/A                  |
| -      | Property Relocation**                                                                 | N/A                                   | N/A                  |
| -      | Natural Flood Management**                                                            | N/A                                   | N/A                  |

\* Significant depths of dredging would be needed to achieve the required standard of flood protection and this was not found to be feasible. Dredging would also have to be repeated every 5 years to maintain river bed levels and hence would require to be funded on an on-going basis.

\*\* A number of other potential secondary options (shaded in light grey) have also been assessed and were discounted. These are options which could help reduce flood risk in combination with the main options 1-5 but would not be sufficient to manage flooding on their own. Hence no estimated costs or benefit/cost ratios are quoted.



Plan of Preferred Flood Scheme

